

Potential Event at the Westmoreland Fairgrounds

Please print when filling out the below form. Include as much information that is known and/or requested.

Contact Name: _____ Business Name: _____

Phone #: _____ Cell Phone #: _____

Today's Date: _____ Date Of Event: _____ to _____
(Start) (End)

Event Name: _____

Event Description: _____

Days for Event: _____ # Days set-up/tear down: _____ Set-up start time: _____ Start time for event: _____

Will admission be charged to spectators (circle): Yes No If Yes, How Much \$ _____

Approximate # of vendors/exhibitors: _____ Approximate # of Food vendors: _____
(*No More than 50 craft vendors) (We notify the Dept. of Ag for all events w/food)

Buildings Needed: (please check)

- | | | |
|---|--|--|
| <input type="checkbox"/> Commercial # 1 | <input type="checkbox"/> Commercial # 2 | <input type="checkbox"/> 4-H Bldg |
| <input type="checkbox"/> Family Living | <input type="checkbox"/> Poultry Bldg | <input type="checkbox"/> Ag Ed Bldg |
| <input type="checkbox"/> Small Arena | <input type="checkbox"/> Jr Livestock | <input type="checkbox"/> Show Arena |
| <input type="checkbox"/> General Store | <input type="checkbox"/> Horse Barn # 1(Stalls) | <input type="checkbox"/> Barn # 1 |
| <input type="checkbox"/> Barn # 2 | <input type="checkbox"/> Barn # 3 | <input type="checkbox"/> Barn# 4 |
| <input type="checkbox"/> Horse Barn # 2 | <input type="checkbox"/> Horse Barn # 3 (Stalls) | <input type="checkbox"/> Pavilion (by rings) |
| <input type="checkbox"/> Pavilion (By General Store) | <input type="checkbox"/> Grandstand | <input type="checkbox"/> Grandstand General Gate |
| <input type="checkbox"/> Grandstand Ticket Booth | <input type="checkbox"/> Ag Bldg | <input type="checkbox"/> Kelly Bldg |
| <input type="checkbox"/> Entrance Ticket Booths (Please check which gates will be needed) --- | <input type="checkbox"/> Main | <input type="checkbox"/> Center <input type="checkbox"/> South |

Gates To Open: (please check)

- Main South # 1 South # 2 Farm Pit

Other Items Needed: (please check)

- Tables # _____ Chairs # _____ Picnic Tables # _____ Stalls # _____
 Water Truck Restrooms Skid Loader Trash cans/garbage bags
 Parking Lights WiFi Ground Lights PA Systems
 Fair Maintenance Staff # _____

Special Requests/Needs for PA System: _____
