



Important Information

Fair Administrative Rules & Regs:

<https://www.ilga.gov/commission/jcar/admincode/008/00800270sections.html>

Arrival At The Fairgrounds – Check-In:

Concessionaires MUST report to the Space Rental office located in the Grandstand immediately upon pulling into the Fairgrounds. DO NOT pull your equipment onto the grass until you have picked up your vendor packet from Space Rental. Packets will be available at 8:00am, the Monday before the Fair begins. After you have checked in, Space Rental staff will take you to your assigned location and notify the electrician that you are on the grounds and ready to be hooked up.

Electric Hook Up:

Electrical work orders will not be issued until the concessionaire has picked up their packet from the Space Rental office. Electricians will be notified by the Space Rental office that the concessionaire is ready to be hooked up.

Electrical Materials:

Concessionaires must provide their own electrical materials to reach the electrical source. DSF electricians will not splice or retrofit vendor's electrical materials. Concessionaire may NOT connect or disconnect themselves. A four-wire supply cord is required on voltages of 220 or above. A three-phase supply cord is required on 110 volts.

Stakes & Tie Downs:

Utility lines run underground throughout the Fairgrounds. NEVER hammer a stake or do similar activity without receiving approval from a DQSF electrician. Concessionaires will be responsible for paying for repairs if any of the lines in the area of their rented space are damaged by their actions.

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Health Dept. and State Fire Marshal Requirements

Concessionaires are required to comply with all aspects of local and state laws and rules that apply to their concession. For concessionaire convenience, information and requirements from Perry County Public Health and the Office of the Illinois State Fire Marshal are included at these links:

Perry County Public Health

<https://www2.illinois.gov/sites/dsf/food/Documents/publichealthguidelines.pdf>

Training dates, times and location will be emailed to concessionaires, and posted on the web site when they become available.

Concessionaires who attended the Illinois State Fair MUST come to a training session, sign-in and show proof of their training in Springfield.

Food Service Inspections

All concessions serving food will be inspected by the Perry County Health Department before opening.

Office of the IL State Fire Marshal

<https://www2.illinois.gov/sites/dsf/food/Documents/firemarshal.pdf>

Additional Expenses



PARKING

Each automobile that enters the fairgrounds is REQUIRED to have a parking pass. Season Passes are \$30 each. Daily Passes are \$10-\$15 each. Plan ahead for each of your staff to have a parking pass in their vehicle each time they enter the fairgrounds. Parking passes can be purchased at the Ticket Office.

SUPPLY LOT PERMIT & ELECTRIC

Concessionaires have the option of storing their supplies on-site. These supply trailers MUST be in the supply lot, not at your streetside location. A supply lot space must be reserved \$120 + electric.

CAMPING

Camping is NOT included in space rental fees. Camping fee is \$25 per night. You will begin paying for camping when your camper is occupying the space. DSF electricians/plumbers MUST do the hook up for services. DSF camping host will patrol the grounds to ensure compliance on fees and spaces.

GOLF CAR RENTAL

Information regarding golf car rental will be available at Fair time.

GOLF CAR PERMIT

All concessionaires desiring to bring their own golf car on the Fairgrounds during the Du Quoin State Fair will be REQUIRED to purchase a golf car permit. The cost of the permit is \$200 for the 11 days of the Fair and is purchased in the Central Cash Office.

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Front Footage & Depth:

Front footage is the side of your trailer or tent that you will be serving the public from. Be accurate on your footage request. Trailer front footage measurement MUST include tie down to tie down, overhang to overhang, awning to awning or trailer hitch to bumper unless your trailer hitch is behind your trailer. Tent front footage measurement MUST include stakes and tie downs for both sides of the tent. **Concessionaire MUST be INSIDE the front footage they pay for.** This includes condiment tables, coolers, decorations, etc. If you exceed the front footage you applied for, you may have the option of paying for additional front footage upon set up, if additional space is available. If additional space is not available, you will be required to make sure your footprint is within the front footage you purchased. See "Guide for Measuring Space" for illustrated explanation.

Five Foot From The Curb Rule:

Concessionaire trailers, tents, tables, display extensions, display bins, racks, coolers, condiment tables, decorations, awnings, boxes, etc., MUST be a minimum of 5 (five) feet from the curb. Space Rental office staff will have a 5 foot line marked out for your convenience. Concessionaires not complying with the five foot rule will be notified of the error and given the opportunity to immediately correct the issue. Failure to make the appropriate correction, or repeated violations, could result in the removal of concessionaire's property from the Fairgrounds and termination of Concessionaire's space rental contract.

Days/Hours of Operation:

Concessionaires must be open during these times:

M-F: 4pm-9pm

Sat-Sun: 11am-10pm

Labor Day: 11am-8pm

Trash Collection:

Concessionaires should put their trash in the provided trash cans, or place full bags of garbage next to the trash cans at curbside, for pick up and disposal by Fair staff each night. Dumpsters are also located around the grounds for concessionaire's self-service use at any time during the Fair.

Clean Up:

Keep your area clean at all times. **Wastewater may NOT be drained onto the ground.** Grease must be disposed of in grease barrels.

**Questions should
be directed to
Jill Fox, Space Rental
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