

State of Illinois | JB Pritzker, Governor  
Department of Agriculture | Jerry Costello II, Director  
Illinois State Fair | Rebecca Clark, Manager

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# ***VENDOR/ EXHIBITOR***

## **INFORMATION BOOKLET**

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# VENDOR/EXHIBITOR INFORMATION INDEX

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# **WELCOME**

Since 1853, the Illinois State Fair (ISF) has become one of the most anticipated events in the state by providing an ever-changing kaleidoscope of high quality, family-style entertainment. With a strong dedication to the best Fair experience possible, the staff associated with planning and executing the Illinois State Fair strives to exceed the highest expectations of all Fair guests. One of the ways this is done is by building strong business relationships with quality Vendors/Exhibitors. As a contracted Vendor/Exhibitor, you are now part of that team because we believe you share this same philosophy. We look forward to working with you as we continue our strong heritage of education, entertainment and economic development. Welcome to the Illinois State Fair!

This manual is designed to arm Vendors/Exhibitors with the information necessary to ensure a smooth, positive and successful experience at the Illinois State Fair. The information outlined in the following pages is made a part of each Vendor/Exhibitor Contract by reference. It is the responsibility of each Vendor/Exhibitor to be familiar with these policies, procedures and rules. *(ISF reserves the right to add, delete, interpret or amend rules and regulations contained herein as it deems necessary.)*

## **CONTACT NUMBERS**

Space Rental Office .....	217/785-1980
Space Rental Office FAX Line .....	217/782-8362
State Fair Administrative Offices (General Information) .....	217/782-6661
Buildings & Grounds .....	217/782-0789
Golf Car Rental .....	217/782-0775
Illinois Dept. of Public Health .....	217/785-2439
Illinois State Police Headquarters – State Fairgrounds .....	217/524-9861
Illinois State Fair Security .....	217/725-0120
Fire, Medical and All Other Emergencies .....	911

## **ILLINOIS STATE FAIR STAFF**

Rebecca Clark .....	Manager, Illinois State Fair
Valerie Booth .....	Manager, Credentials
Stephanie Hardy .....	Manager, Competitive Events
Kim Hart .....	Manager, Grandstand/Free Entertainment
Joe Khayyat .....	Corporate Sponsorships, Advertising, Procurement and Year-Round Events
Dennis Morris .....	Manager, Special Events & Promotions
Becky Riley-O’Neal .....	Manager, Central Cash
Kimberley Wilcox .....	Manager, Space Rental

# ILLINOIS STATE FAIR

**LOCATION:** Illinois State Fairgrounds  
801 E. Sangamon Avenue  
Springfield, IL 62702

**MAILING ADDRESS:** P.O. Box 19427, Springfield, IL 62794-9427

**TELEPHONE:** 217/785-1980 ---- Space Rental Office  
217/782-6661 ---- Illinois State Fair

**FAX:** 217/782-8362

**INTERNET ADDRESS:** *statefair.illinois.gov*

**OFFICE LOCATION:**  
Space Rental Office: Emmerson Building – North Wing  
Manager's Office: Emmerson Building – Main Entrance

**SPACE RENTAL OFFICE HOURS:**  
August 21 - May 31 8:00 am – 4:00 pm  
June 1 - August 9 8:00 am – 4:30 pm  
August 10 - August 20 8:00 am – 6:00 pm

**SHOW HOURS:**  
Gates: 7:00 am – Midnight  
Commercial Building: 9:00 am – 9:00 pm  
Dairy Building: 9:00 am – 8:00 pm  
Illinois Building: 9:00 am – 5:00 pm  
Carnival: Thursday 8/10 Noon - 11:00 pm  
Friday 8/11 Noon - 11:30 pm  
Saturday 8/12 11:00 am - 11:30 pm  
Sun 8/13 Noon - 11:00 pm  
Mon-Thur 8/14-8/17 Noon - 11:00 pm  
Friday 8/18 Noon - 11:30 pm  
Saturday 8/19 11:00 am - 11:30 pm  
Sunday 8/20 Noon - 10:00 pm

**GENERAL ADMISSION:**  
Adult (13-59) \$5.00  
Twosday \$2.00  
Friday & Saturday \$10.00  
Child (0-12) FREE  
Senior (60+) \$3.00

**FREE ADMISSION DAYS**  
Sunday 8/13 Veterans FREE  
Monday 8/14 Seniors/Scouts FREE  
Friday 8/18 First Responders & Healthcare Heroes FREE

**ADMISSION COUPON PASSBOOKS**  
Adult (13-59) 11 admissions \$45.00  
Senior (60+) 10 admissions \$30.00

**PARKING**  
Parking (per day) \$5.00  
Auto Sticker (valid 11 days) \$40.00

## **SPECIAL ADMISSION DAYS:**

### Sunday, August 13 – Veterans' Day

Veterans and their families are admitted free of charge with proper identification

### Monday, August 14 – Seniors & Scouts Day

Seniors, ages 60 and older, are admitted free of charge.

### Friday, August 18 – First Responders & Healthcare Heroes Day

First Responders/Healthcare Heroes are admitted free of charge with proper identification

Vendor/Exhibitor discount admission books and parking permits are available in the Space Rental Office after July 1.

\$45.00 – Book of 11 undated coupons, which may be used any day during Fair.

\$30.00 - Book of 10 undated Senior coupons, which may be used any day during Fair

\$40.00 – Parking permit in designated lot for duration of Fair.

PLEASE NOTE: Parking is very limited on the grounds and strictly enforced. It can be very difficult to find parking in your designated area after 10:00 am.

## **ADDITIONAL / OPTIONAL EXPENSES:**

Campgrounds

Golf Car Permit/Rental

Supply Unit Permit

Electricity

Public Health Permit

Telephone Service

Garbage Pickup

Sales Tax

Further information about each of the above is included in this booklet.

## **GENERAL ADMISSION TICKETS:**

The general public may purchase booklets of 11 admission tickets in the ISF Credentials office or at the Grandstand Ticket Office. The tickets may be used any day during the Fair. Visit our website at **[statefair.illinois.gov](http://statefair.illinois.gov)** for admission fees or call (217)782-6661.

## **CARNIVAL:**

### Mega/Jumbo Pass:

The Mega Pass offers unlimited carnival rides, good at both Main Carnival Midway and Adventure Village for the duration of the Fair. The Jumbo Pass offers the same rides as the Mega Pass but it also includes the Giant Slide. Available for purchase at ISF Credentials Office, Emmerson Building, Main entrance with VISA, MasterCard, Discover, American Express or cash. Phone: (217) 782-0775.

November 21 - December

Mega Pass \$60.00 / Jumbo Pass \$70.00

January 1 – July 31:

Mega Pass \$70.00 / Jumbo Pass \$80.00

August 1 – August 20:

Mega Pass \$90.00 / Jumbo Pass \$100.00

### Pay-One-Price Wristband Promotions and Discounted Ride Tickets:

#### ***Mega & Jumbo Passes VALID ALL DAY***

Thu, Aug 10

Noon – 11:00 pm

Deuce Day – all rides \$2

\* Fri, Aug 11

Noon – 7:00 pm

\* Sat, Aug 12

11:00 am – 5:00 pm

\* Sun, Aug 13

Noon – 7:00 pm

\* Mon, Aug 14

Noon – 11:00 pm

Tue, Aug 15

Noon – 11:00 pm

Twosday – all rides \$2

\* Wed & Thu, Aug 16 & 17

Noon – 11:00 pm

\* Fri, Aug 18

Noon – 7:00 pm

\* Sat, Aug 19

11:00 am – 5:00 pm

\* Sun, Aug 20

Noon – 11:00 pm

\* ***Unlimited rides for \$30***

# **SERVICE INFORMATION**

## **BANKING SERVICES:**

Currency Exchange (11 days of the Fair) 8:00 am – 6:00 pm  
Located in the Emmerson Building – Main Entrance

ATM machines are available on the grounds during the Fair. Personal checks will not be cashed on the fairgrounds.

## **DELIVERIES / PARCELS:**

All deliveries must be made when you are on the grounds to receive shipment. IL State Fair will not accept C.O.D. or large/bulk parcels, nor store or be responsible for any shipment. Parcels should be addressed as follows **ONLY** during the fair.

**Individual's Name**  
**Booth Number / Location**  
**Company / Organization Name**  
***Illinois State Fair / Emmerson Building***  
***801 Brian Raney Avenue***  
**Springfield, IL 62702**

**AFTER THE FAIR it is your responsibility to change your address back to your original address.**

## **SERVICE PROVIDERS:**

Contact the Space Rental Office regarding a detailed list of service providers for decorating, golf carts, ice, tents, soft drinks and food.

## **EMERGENCY NUMBERS:**

First Aid Station is located in the Emmerson Building Annex, North end.  
For emergencies call: IL State Police Headquarters – 217/524–9861

Local hospitals:

Memorial Medical Center	217/788–3000, 800 N. Rutledge
St. John's Hospital	217/544–6464, 800 E. Carpenter

Building / Grounds Office: 217/782–0789  
(Carpenters, electricians, grounds crew/maintenance, plumbing, fairgrounds security)

## **HOTEL / MOTEL INFORMATION:**

Springfield Convention & Visitors Bureau  
109 N 7<sup>th</sup> St, Springfield, IL 62701  
217/789–2360 or 800/545–7300  
TTY 800/544–7300  
[www.visit-springfieldillinois.com](http://www.visit-springfieldillinois.com)

## **LOST AND FOUND / LOST CHILD:**

Contact the State Police Headquarters located on Grandstand Ave. Phone: 217/524-9861

## **TOW LOT / IMPOUNDED VEHICLES:**

Located on the southwest side of grounds, west of Dept. of Agriculture Administration Bldg.  
All impounded vehicles are subject to a towing fee.

### **U.S. POST OFFICE:**

The U.S. Postal Service will be located at the West end of the Exposition Building. The Post Office will be open week days during the Fair, 9:00 am – 5:00 pm (closed Noon - 1 pm for lunch). The following services will be available: Full Service Post Office; Certified, Express, Priority and Registered Mail; General Delivery Pick Up; Money Orders; Philatelic Products; Postage and Special Fair Cancellations. Vendors/Exhibitors who expect to receive mail at the Fair should use the following address:

**Individual's Name**  
**Booth Number / Location**  
**Company / Organization Name**  
**General Delivery**  
**Illinois State Fairgrounds**  
**Springfield, IL 62702**

For more information call:

During State Fair – 217/558-1800

During Non-Fair – 217/788-7290

## ***VENDOR/EXHIBITOR INFORMATION***

### **AMERICANS WITH DISABILITIES ACT:**

Please be advised that by signing the Vendor/Exhibitor contract your signature signifies that it is your responsibility to assure the IL State Fair Management that your activities during the Fair comply with the federal act. Please remember that under ADA a surcharge on any service provided to cover the expenses of making your booth accessible may not be imposed. If you have any questions, please seek advice from a lawyer.

**BUILDING / GROUNDS OFFICE:** 217/782-0789

Carpenters, electricians, grounds crew / maintenance, plumbing, fairgrounds security.

**CAMPGROUNDS:** 217/524-9894

For all information concerning the Illinois State Fair campgrounds, please go to our website at [statefair.illinois.gov](http://statefair.illinois.gov), click on the General Info tab then camping. Please follow the instructions given on those pages.

### **CLEANUP:**

The Illinois State Fair takes pride in the cleanliness of the Fairgrounds. It is your responsibility to keep the areas around your stand clean at all times and to provide suitable trash receptacles. Before leaving the fairgrounds, your area is to be cleaned, holes filled, the entire area free of refuse. All garbage refuse should be put in garbage containers or set alongside barrels for garbage pickup. All food vendors please note that payment for garbage will be paid directly to the Disposal Company during the Fair. Any food vendors using grease must use the closest grease barrel to their stand. Absolutely no grease is to be dumped in the sewers.

**COMMUNICATION COMMITTEE: Will not meet for 2023**

### **ELECTRICAL SERVICE:**

The Space Rental Office will initiate electrical Work Orders when electric fees are paid in full and when display is ready for connection. Any electrical power problems should be reported to the Electric Shop located on the east side of the fairgrounds or by calling 217/782-0791.

***PLEASE NOTE:*** ALL VENDORS / EXHIBITORS ARE REQUIRED TO SUPPLY ALL OF THEIR OWN ELECTRICAL MATERIAL (POWER CORDS, POWER STRIPS, ETC.) TO THE POWER SOURCE. WIRE NEEDS TO BE RUBBER CORD ONLY – NO ROMEX ALLOWED. VENDORS / EXHIBITORS ARE RESPONSIBLE FOR ANY DAMAGE TO UNDERGROUND UTILITIES IF HIT BY TENT STAKES, ETC. OUTSIDE VENDORS / EXHIBITORS MAY NOT DISCONNECT THEMSELVES.

See page 10 for additional electrical requirements.

### **GOLF CAR POLICIES AND RULES:**

Golf car usage for the IL State Fair will be greatly reduced with limited access for **EVERYONE**.

A limited number of golf car rentals will be available through the ISF Credential's Office, with Rental Forms available beginning May 16.

From 10:00 am - 11:45 pm **EVERY DAY**, there will be no golf cars allowed on the interior of the fairgrounds (except emergency vehicles). Please make appropriate plans to utilize pull carts, wagons, etc after 10 am!

Call 217/782-0775 to have the golf car form sent electronically or email [agr.fairinfo@illinois.gov](mailto:agr.fairinfo@illinois.gov). You will need to let the Credential's Office know if you are renting or bringing your own.

NO Golf Car may be operated on the State Fairgrounds without a valid permit issued from the Credentials Office located in the Emmerson Building

### **INSURANCE:**

Vendor/Exhibitor shall obtain public liability insurance insuring Vendor/Exhibitor in the minimum amounts of \$300,000.00 per person, \$500,000.00 per occurrence, and \$50,000.00 property damage against claims arising out of or in connection with the vendor/exhibits/rentals which are the subject of the Agreement. Vendor/Exhibitor shall supply said public liability insurance policy in a form of a Certificate of Insurance or other form satisfactory to the Department on or before **July 1**. In addition, Vendor/Exhibitor certifies that it has **workmen's compensation insurance** in an amount required by law and will provide proof of such.

### **JOB SERVICE ASSISTANCE:**

The Department of Employment Security will again provide recruitment assistance. If you would like their help or have any questions, please call their office at 217-782-3846. You may also visit their website at [www.illinoisjoblink.com](http://www.illinoisjoblink.com).

### **PARADE / OPENING DAY:**

The Twilight Parade will be on Thursday, August 10. Vendors/Exhibitors are expected to open at normal time:

Exposition Building and the Senior Center:	9:00 am
Village of Cultures:	10:30 am
All other vendors/exhibitors:	10:00 am

## **PUBLIC HEALTH:**

In our efforts to ensure a safe and healthy Illinois State Fair, all food vendors are required to attend a free Public Health meeting. It is mandatory for at least one person from each location to attend these meetings prior to opening. Multiple people from each location are welcome to attend. Any vendor who does not attend this meeting will not be allowed to open. This meeting takes the place of needing a special license to participate in this event. Public Health will also complete a mandatory initial inspection of each concession location prior to the Fair. Meetings will take place in the theatre of the Illinois Building according to the following schedule: Tuesday, August 8th and Wednesday, August 9th will be at 9:30am & 12pm. Thursday, August 10th will be at 9:30am. Public health personnel will be located in their office throughout the duration of the fair during the hours of 8am to 4:30pm.

## **RELEASE PROCEDURES:**

All Vendors/Exhibitors must remain open and in operation until after the start of the last scheduled grandstand event at 8:00 p.m. on Sunday, August 20, 2023.

## **SALES TAX:**

If you make retail sales at the Illinois State Fair (Sangamon County), you **must report and pay** Illinois Sales Tax on these sales. Each vendor contract location must be reported and paid separately. **DO NOT LUMP SUM YOUR LOCATIONS.**

The IL Department of Revenue, Sales Tax Division, will be collecting, through the mail, all Illinois Sales Tax for retail sales made during the Illinois State Fair. The IL Department of Revenue will contact each vendor during the Fair to provide the reporting document, coupon and applicable envelope to be used in reporting the sales tax. **It is imperative that the document, coupon and corresponding sales be reported and paid by September 7, 2023. Failure to do so will jeopardize your participation in 2024 Illinois State Fair and future Illinois events.**

## **SIGNS / GENERAL APPEARANCE:**

All Vendors/Exhibitors spaces should be attractive, colorful, and professionally run. As you set up your display, please keep the following points in mind:

- Trailers must have professional vinyl skirting. Fringe banners, product banners or posters are not acceptable.
- Trailers should have removable hitches or professional skirting to conceal the hitch.
- LP gas tanks and soft drink canisters must have hoses long enough so that the canisters can be stored in the back of the stand and concealed with professional tent screening or attractive fencing.
- All signs must be attractive and professionally painted. Professional signs should indicate the name of the business/organization as well as menu and prices. Signs displayed perpendicular to the trailer or hung from an awning must have a minimum clearance of seven (7) feet. Banners and signs must be properly displayed and not sagging or drooping.
- Display area should be clear of trash and empty boxes.
- Display area must be open and manned at all times.
- Tables should be professionally skirted and items should be neatly displayed.
- Inside Vendors/Exhibitors shall not exceed 8 feet in height on back wall. Booth sidewalls or wings from the center of booth to the aisle shall not exceed 3 feet in height.
- The theme of the booth should be easily recognizable and professional in its appearance. It should not have a flea market appearance. Banners and signs must be properly displayed and not sagging or drooping. Display area must be inside the designated space and not extend into the aisles or other Vendor/Exhibitor areas.

## **TELEPHONE SERVICE INFORMATION:**

We encourage all participants to use cell phones for their telephone needs. If you require telephone service for your event, a Telephone Service Request form must be received in our office at least one month prior to opening day, August 10th. Vendors/Exhibitors will be charged the actual cost for the installation of a phone line and that process could take several hours. There is no set cost or estimates available. That is why it is suggested that participants utilize cell phones and/or hot spots whenever possible. Due to the procedures involved with ordering telephone service, we cannot take last minute requests.

Service will require use of own telephone instrument (telephone, fax machine, etc.).

## **TENTS**

If you intend on having tents, canopies or any other item with a stake driven into the ground, the Space Rental Office must be notified at the point of application or at least a month prior to Opening Day, August 10th so that electric and water lines can be properly marked. If a tent is staked without the ground being marked, vendors/exhibitors will be responsible for any underground damage to cables, wiring or plumbing.

## **ELECTRIC REQUIREMENTS**

As you set up your display, please keep the following points in mind:

- All outside Vendors/Exhibitors: Main feeder cable from panel or disconnect to State Fair power supply must be S.O. or S.J.O. rubber covered cable and supplied (at Vendor or Exhibitor expense) to the power source. No splices in the feeder cable allowed and we require a 4-wire cord for 240-volt single phase.
- All electrical boxes, tombstones and power pedestals shall be kept clear of trailers and temporary structures a minimum of 3 feet. Do not build around or attach anything to our tombstone or power pedestals!
- Current can be furnished at 120-240 volts single phase, 60 cycles, A.C. at all the secondary load centers and most of the buildings.
- Maximum load in wattage must be specified on contract application.
- Please check with the Space Rental Office or the electrical foreman for any load over 60 amperes or any special electrical requirements.
- All wiring and installation of electrical apparatus must be done at the expense of the Vendor or Exhibitor under the supervision of the electrical foreman.
- All trailers and trucks with electrical hookups must have a cord with a ground wire in it. No ground rods. Rubber cord with ground wire only to plug into our grounded system.
- All permanent and temporary wiring shall be under the jurisdiction of the electrical foreman. We recommend having a licensed electrical contractor install your wiring.
- All temporary wiring must be installed as follows - Externally operable fusible safety type switches or circuit breakers of correct capacity must be used for mains, where fuses are used fusetrons are recommended. Ground rod shall be driven at each service and connected to switch box for safety; also all appliances or equipment must be grounded in approved manner. A polarized system is recommended and over current protection be used in the ungrounded conductors.
- A connected load of 15 amperes is allowed for each circuit of No. 14 wire or 20 amperes when No. 12 wire is used.
- For loads greater than the above, reference should be made to the National Electrical Code (2004) or referred to the electrical foreman.
- All wiring shall be sized in accordance with the NEC (National Electrical Code). If there is a question about this please see the electrical foreman.
- Wire or cable in temporary structures, tents or in the open may be code grade for temporary installations.
- Wire for permanent exterior installation shall be weatherproof wire.
- Wires laid underground temporarily shall be U.S.E. cable (Underground Service Cable).

- No items shall be attached to or hung from electrical wiring.
- All sockets used in temporary structures, tents or in the open shall be of insulating material.
- All extension cords or pendant wires in temporary structures, tents or in the open shall be rubber covered cords with 3 wire cords and plug ends. Lightweight, 2 wire. "Household" type extension cords are not allowed.
- No wiring shall be laid on the ground, or on the floor, or any permanent structure, tent or booth.
- Electric wiring shall not be fastened to nor draped over fencing. Where installations require wiring to be placed on or over fencing the wiring must first be secured to a nonconducting surface such as a 1" x 2" board.

## **ELECTRIC REQUIREMENTS - ENFORCEMENT**

The foregoing rules are issued under authority of "An Act in relation to the investigation and prevention of fire and dangerous conditions in and near buildings and other structure," approved June 15, 1909, as amended, and "An Act to regulate the storage, transportation, sale and use of gasoline and volatile oils," approved June 28, 1919, as amended, and "An Act to regulate the storage, transportation, sale and use of liquefied petroleum gases," approved July 11, 1955 as amended. Penalties provided by the respective acts will be enforced by inspectors from the Illinois State Fire Marshal office, who will be on the grounds to enforce the rules and require general compliance with fire-safe practices.

## **OFFICE OF THE ILLINOIS STATE FIRE MARSHAL FIRE PREVENTION RULES - STOVES**

City Gas and Electric - stoves operated by city and gas or electricity shall be used in all permanent or temporary buildings or structures owned by the State of Illinois, and at all other places in the Fairgrounds where these service areas are available.

Bottle Gas - In places where city gas or electricity is not available, stoves operated by bottled gas (butane or propane) may be used subject to the following:

Containers shall bear I.C.C. markings.

An individual installation shall be limited to six (6) containers, four (4) for current use and two (2) in reserve. No filling of containers shall be permitted within the Fairgrounds. Empty containers shall be replaced with full containers supplied by the distributor. Empty containers shall be removed forthwith from the Fairgrounds by the distributor or provided with P.O. L. plug and cap.

Containers and first stage regulating equipment shall be located outside of buildings. The discharge from safety reliefs shall be located not less than 3-feet horizontally away from any building opening. Discharge from any safety relief device shall not terminate in any building, nor beneath any building. All L.P. Gas, where used in any buildings, shall be restricted to the provisions of NFPA standard #58 (1983), Sections 3-4.6, 3-4.7 and 3-4.8 all L.P. Gas appliances shall be equipped with 100% shut-off control at burners. All L.P. Gas containers shall be equipped with excess flow check valves.

Pressure regulators and safety relief devices should be rigidly attached to the cylinder valves, cylinders, supporting standards, or otherwise rigidly secured and shall be so installed that tampering by unauthorized persons and the elements will not affect their operation.

Tubing shall be installed so that it shall be free from damage by traffic or otherwise. The entire installation shall conform to the Standard of the National Fire Protection Association, on Liquefied Petroleum Gases (NFPA Pamphlet No. 58) Edition of 1983 and each installation shall be subject to approval by the State Fire Marshal.

Liquefied Petroleum Gas Containers used for Crop Drying Equipment exhibits and other related equipment (burning liquid propane rather than vapor) may be filled on the Fairgrounds. Filling operating shall be made only between 2:00 a.m. and 6:00 a.m. Containers used for these exhibits shall not exceed 500 gallons water capacity. The entire installation shall conform to the standards of the National Fire Protection Association on Liquefied Petroleum Gases (NFPA Pamphlet No. 58 Edition of 1983) (NFPA Pamphlet No. 54 Edition of 1980) and the Rules and Regulations of the Office of the State Fire Marshal, Division of Fire Prevention pertaining thereto.

No installation shall be made until the Fire Marshal has approved the location. Other Types of Stove -- Any proposal to use stoves employing other kinds of fuel shall be subject to specific permission from the State Fire Marshal but no gravity feed stoves or appliances using gasoline, kerosene or other flammable liquid shall be permitted any place in the Fairgrounds.

Protection of Combustible Material -- All stoves shall be installed so as to adequately protect combustible materials from ignition.

### **FIRE PREVENTION - MISCELLANEOUS REQUIREMENTS**

Flammable Liquids - Storage of gasoline, kerosene or other flammable liquids in quantity shall be forbidden throughout the Fairgrounds. Storage shall be in approved safety containers meeting A.S.T.M. Standard # D 3435-80 gasoline containers shall be red, kerosene containers shall be blue (5-gallons only for gasoline and 10-gallons only for kerosene) and shall be in a safe place, properly protected or guarded from tampering outside of any building, structure or tent. Storage and use of flammable liquids shall conform to the Rules on gasoline and Volatile Oils, Office of the State Fire Marshal, Division of Fire Prevention. Containers shall be filled only in daylight, well away from any source of ignition, and always outside of any building, structure and tent and a safe distance there from.

On vacating premises, Vendors/Exhibitors shall not leave any filled, partly filled or empty container which has been used for gasoline, kerosene, or other flammable liquid and will be held responsible for any accident or injury which may result from violation of this provision.

Tents to be Flameproof - Tents and awnings shall be made of fabric which has been treated effectively by an approved process to render it flameproof even under exposure to weather. This shall apply also to cloth canopies enclosures and trim used outside of buildings.

Decorations and Trim to be Flameproof - Paper or cloth used on the inside of buildings, structures and tents, for decoration trim, or suspended or shown in such a manner that it can easily ignite and propagate fire, shall be treated according to NFPA 701, 1977 edition, for flame resistance. Material not complying with this provision will be ordered removed.

Storage of Combustible Goods - The storage or display of combustible goods or materials in dangerous and excessive amounts are prohibited.

Housekeeping - Each Vendor/Exhibitor shall be responsible for the tidiness and housekeeping in and around his exhibit or booth. All Vendors/Exhibitors shall have an approved type fire extinguisher of not less than a 2A-10B-C rating.

All Fire Lanes shall be posted and kept free of vehicles and storage.

The Grandstand and Coliseum shall be posted as to number of occupants permitted.

No accumulation of packing boxes, excelsior or other combustible packing material, waste

paper, rags, unused decorations or other combustible waste will be permitted.

A covered metal or fire rated container shall be provided for current waste material. Contents shall be disposed of safely at least daily.

Oily rags and waste shall be kept in a separate covered metal container, or disposed of safely immediately after use. They are subject to spontaneous ignition.

Only safety or "book" matches shall be used rather than the more dangerous "strike anywhere" matches.

Booths, railing, displays, etc., shall not block or interfere with aisles, stairs, entrances, or exits.

**No Smoking in ANY BUILDINGS – Smoking shall not be permitted in any barn, stable or in any building or in any area where "No Smoking" signs have been posted. In the State of Illinois smoking is allowed only outdoors and fifteen (15) feet from any entrance/exit.**

#### **FIRE PREVENTION - TOY BALLOONS**

No toy balloon shall be filled or charged with hydrogen or any other flammable gas and the sale, transportation, storage or possession of any such toy balloon is prohibited on the Fairgrounds.

Any gas cylinder used for any purpose shall be securely fastened in an upright position, to prevent falling and damage to either the cylinder or the valves.

#### **FIRE PREVENTION - ENFORCEMENT**

The foregoing rules are issued under authority of "An Act in relation to the investigation and prevention of fire and dangerous conditions in and near buildings and other structure," approved June 15, 1909, as amended, and "An Act to regulate the storage, transportation, sale and use of gasoline and volatile oils," approved June 28, 1919, as amended, and "An Act to regulate the storage, transportation, sale and use of liquefied petroleum gases," approved July 11, 1955 as amended. Penalties provided by the respective acts will be enforced by inspectors from the Illinois State Fire Marshal Office, who will be on the grounds to enforce the rules and require general compliance with fire-safe practices.

# **CAMPING INFORMATION**

## **ILLINOIS STATE FAIRGROUNDS**

Camping during the Illinois State Fair; \$50.00 per night for campers and motor homes; \$20.00 per night for tents without a car; \$25.00 per night for tents with a car.  
RESERVATIONS FOR VENDORS AND EXHIBITORS ONLY!  
Contact Credentials Office at 217/782-0775.

## **APL Campgrounds (across from fairgrounds)**

1001 Taintor Road, Springfield, IL  
Phone: 217/544-7387

## **DOUBLE J CAMPGROUND AND RV PARK**

9683 Palm Road, Chatham, IL  
I-55, exit 88  
Phone: 271/483-9998  
website: [www.doublejcampground.com](http://www.doublejcampground.com)

## **KOA CAMPGROUNDS OF AMERICA, INC.**

4320 KOA Road, Rochester, IL  
Two miles from East Lake Shore Drive  
Phone: 217/498-7002

## **LINCOLN'S NEW SALEM CAMPGROUND**

15588 History Lane, Petersburg, IL  
22 miles from Springfield on Rt. 97  
Phone: 217/632-4003

## **RIVERSIDE PARK CAMPGROUNDS**

4115 Sandhill Rd., Springfield, IL  
2-3 miles North of the fairgrounds on Business Rt. 55  
Phone: 217/753-0630

## **SANCHRIS LAKE STATE PARK**

9898 Cascade Rd., Rochester, IL  
Approximately 15 minutes from Springfield  
Phone: 217/498-9208  
Reservation on-line only @ [www.reserveamerica.com](http://www.reserveamerica.com)

**NOTE: All prices are subject to change.**

## **FOR ADDITIONAL INFORMATION CONTACT:**

Department of Natural Resources, Camping Information - 217/782-6752  
(Mon - Fri) 8:00 am - 5:00 pm