



# 2024 TRADE FAIR RULES

1. Trade Fair set-up is Friday, March 8, from 2:30-6:00 p.m.
2. All exhibitors/workers are requested to park away from the entrances.
3. All booths must be paid in full at sign-up. No refunds on booths.
4. Assigned space limited to the business registered for that space only – no others are allowed. Please keep display inside your tape marked space.
5. Booths are to be set up by 6:00 p.m. Friday evening. All displays are to remain in place until 5:00 p.m. on Saturday and to be manned at all times during the open hours of the fair. Please do not take your display down early.
6. Exhibitor advertising is limited to registered booth space only – no others permitted.
7. The approximate booth size for the main hallway is 10 ft. wide by 6 ft. deep. The booth size in the new gym is approximately 10 ft. wide by 8 ft. deep. If electrical service is required, please bring your own 50-foot extension cords.
8. The booth and the back wall of the booth should not exceed the height of the back drop (8 ft.), unless approved by the Trade Fair Committee. No unfinished sides or backs.
9. Please take care to protect the floors from scratches and liquid damage, especially in the gym. Food is to remain in the cafeteria. Businesses are responsible for any damage to school property and will have to reimburse the school for repair of such damage.
10. All literature and signs advertising your business must show your Bedford address.
11. No solicitation or advertising by any businesses allowed outside of booth area during the Trade Fair, including BBA members.
12. No animals allowed, unless approved by the Trade Fair Committee.

***IF YOU HAVE ANY QUESTIONS,  
PLEASE CALL KAREN DAGGETT AT 419-290-6846.***