

Oregon Country Fair

BOOTH

GUIDELINES

"The Rules of Fair Play"

JULY 10, 11 & 12, 2026



THIS IS BOOK 2 OF 2
PLEASE POST THIS BOOKLET
WHERE YOUR CREW AND
BOOTHMATES WILL SEE IT.

Thank You for Participating

The Fair brings us together from all over the world in a reunion that affirms our sense of community. It assembles artists and entertainers for a celebration of the arts and a marketplace where the value of our labor is appreciated.

The Fair is a small, temporary village with roads, bridges, traffic control and water. We provide recycling and a waste disposal system,

fire protection, security, public health care, childcare, and governance. We have rules by which order is maintained and peace is kept in our village. This is a drug-free event. Alcohol or marijuana consumption is not allowed in public places. We must remember that we are not isolated. We affect the lives of many people who have no direct connection with the Fair. Be courteous, be fair, be cooperative – for the sake of a joyous and memorable Fair.

Our Code of Conduct

We are an association of equals.

Each member of our community is entitled to respectful and equitable treatment by all other participants. The Guidelines apply whenever and wherever we gather for OCF sponsored activities.

The OCF is committed to the principles of non-violence and non-discrimination. Hate speech, verbal or written threats, physical, sexual, mental, verbal, or emotional abuse will not be tolerated and can be grounds for suspension or removal from OCF property, volunteer positions, committees, or other OCF activities.

We share reverence for the land. Stewardship is everyone's responsibility. Please help protect the plant and animal life whose space we share and work to extend this practice beyond the OCF and into daily life.

As Bill Wooten, one of our founders, wrote:

This is a community of choice of reason rather than by the chance of birth. Reason is found more each day on the side of cooperation, conservation, and community. Reason stands with those who reduce their wants and simplify their needs, which lessens demands upon the world's resources.

Reason stands with those who do not ask the world to do for them what they can do for themselves. Reason stands with those who treat neighbors as friends, friends as family, and this earth, as our one and only home. Let us stand together. It stands to reason, to endure is to prevail.



in case of an EMERGENCY

During the Fair, go to the nearest Information Booth, White Bird Rock Medicine medical station, or person with a radio, and follow instructions. Pre- and post-Fair, go to QuarterMaster.

If evacuation of the site becomes necessary, staff will guide you to marked exits located throughout the Fair.

If you have become separated from a small child, follow the instructions in *Section 27, Lost Children*.

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Front cover: **Stefania Eaton**; Pg ii top: **Jeremy Running**;
Pg ii bottom: **Inaya Graciana Yusuf**;
Pg 2: **Yona Appletree**; Pg 20: **Stefania Eaton**;
Back Cover – Top left: **Stefania Eaton**;
Top right: **Neen Goodman**; Bottom left: **Yona Appletree**;
Bottom right: **Michelle Rajotte**



Calendar

March

- 1 Sunshine database opens for payments, including booth/cart/stroller fees.
Deadline for craft application submissions, including logo items
- 2 Board of Directors Meeting, 7pm
- 6 Deadline for submissions to *Fair Family News*
Booth/cart/stroller fee deadline
- 27 Teen Crew Application opens

April

- 6 Board of Directors Meeting, 7pm
- 8 Deadline for submissions to *Fair Family News*
- 30 Deadline to submit Teen Crew application
All new craft applicants notified of approval status

May

- 2 **SPRING FLING, WOW Hall, Eugene**
- 4 Board of Directors Meeting, 7pm
- 6 Deadline for submissions to *Fair Family News*
- 23 Pre Pre Fair begins - Site **CLOSED** to all but working crews

June

- 1 **NO DOGS ALLOWED ON OCF PROPERTY**
Board of Directors Meeting, 7pm
- 3 Mandatory Food Booth Meeting,
Proof of insurance for food booths must be received by OCF office or brought to the Mandatory Food Booth Meeting.
Deadline for submissions to *Fair Family News*
- 6 Main Camp opens
Booth Registration on-site office opens
(See Booth Registration section for hours)

The deadline to submit articles and letters to the Fair Family News is always 2 days after the board meeting.

No work on booths permitted prior to this date

- 12 Last day to request a refund of booth fees
- 22 Last day to submit plans for major booth work
- 26 No check payments after this date
- 28 Board of Directors Meeting, via zoom, 4pm
- 30 Last day to submit plans to Construction Crew for repairs

July

- 4 Construction requiring permits to be completed!
Site **CLOSED** to all but working crews
- 8-12 Pick up passes at Registration
- 9 All construction completed (tools down!)

JULY 10, 11 + 12

OREGON COUNTRY FAIR

- 13 **NO CAMPING ON OCF PROPERTY.**
No one on property after 6pm except post-Fair work crews.
- 17 Main Camp closes

28-Aug 4 CULTURE JAM

- 31 Food voucher redemption expires
Last day to donate food vouchers to the Jill Heiman Vision Fund
Deadline to submit advisory petitions to be placed on the October ballot, 8 pm
Last day for booths to request refunds for unused camping passes and vehicle stickers. (DAY PASSES ARE NOT REFUNDABLE.)

August

- 1 Last day to remove all temporary booth/loft structures, personal property, ground covers
- 3 Board of Directors Meeting, 7pm
- 5 Deadline for submissions to *Fair Family News*



16 TEDDY BEAR PICNIC

Fair Site, 2pm–dusk

Deadline to submit candidate statements for publication in the voter pamphlet and voter info section in *Fair Family News*

Please see **OCF Board Candidate Eligibility and Application Info** at oregoncountryfair.net/board-elections-2

31 Booth refunds mailed

September

10 Last day to register to vote for this year's OCF election

Member Eligibility and Responsibilities and election information at oregoncountryfair.net/board-elections-2

14 Board of Directors Meeting, 7pm

16 Deadline for submissions to *Fair Family News*

21–Oct 2 Site **CLOSED** for winter preparations

27 Candidate Forum, via Zoom

October

1 If you have not received your ballot, we may not have your correct email address or you may not be on the voting member list. Contact elections@oregoncountryfair.org as soon as possible to check on your ballot.

3 Site re-opened

5 Board of Directors Meeting, 7pm

7 Deadline for submissions to *Fair Family News*

10 **Annual Membership Meeting** The agenda will include the State of the Peach, the Treasurer's report, and the Board candidate statements, 6:30 pm

17 **BALLOTS ARE DUE BY 8 PM** at the Fair office. Ballots received after this time will not be counted.

18 Ballots counted; results will be posted upon completion

November

2 Board of Directors Meeting, 7pm

4 Deadline for submissions to *Fair Family News*

15 Applications to perform at the 2027 Fair open

December

7 Board of Directors Meeting, 7pm

9 Deadline for submissions to *Fair Family News*

January 2027

4 Board of Directors Meeting, 7pm

6 Deadline for submissions to *Fair Family News*

15 Applications to sell a new craft at 2027 Fair open

25 Board Budget Meeting, 7pm

February

1 **Deadline to apply for Elder status**
Board of Directors Meeting, 7pm

3 Deadline for submissions to *Fair Family News*

15 Deadline to submit application to perform at 2027 Fair

March

1 Sunshine database opens for payments, including booth/cart/stroller fees

Deadline for craft jury application submissions, including logo items

Board of Directors Meeting, 7pm

3 Deadline for submissions to *Fair Family News*

5 Booth/cart/stroller fee deadline

Craft Jurying

THE OREGON COUNTRY FAIR
FEATURES HANDMADE,
HANDCRAFTED, OR SIGNIFICANTLY
HAND-ALTERED ITEMS FOR SALE
BY THE CRAFTER.

1. Prohibited Items. *Imported or manufactured items. Illegal drug paraphernalia.* Questions? Contact Craft Inventory Crew at craftinventory@oregoncountryfair.org.

2. No Food or Drink may be sold or served in craft booths. Herbal tinctures and herbal extracts are the only ingestible items allowed for sale in craft booths. These items must comply with all applicable state and federal laws. Crafters must supply copies of valid Health Department licenses and proof of insurance to the Booth Registration Crew.

3. Early Approved Crafts. In 1989 the Board of Directors confirmed that crafts listed in Craft Inventory records for the Fair of 1982 may continue to be sold if the original crafter is present and selling that craft and complies with the provisions of Returning Crafters (Section 4).

4. Returning Crafters. For the purpose of jurying a craft, a returning crafter is defined as a crafter who has been at one of the three previous years' Fairs selling their approved craft. Any craft for which a crafter is approved as of the 2026 Fair will remain on their list of approved crafts for as long as that crafter remains active at the Fair. Crafters are required to have items in their inventory that they have made within the previous twelve months. Returning crafters who wish to sell crafts made using different techniques and materials than those previously approved must submit a craft application and the non-refundable application fee by the application deadline.

5. Crafter Leave of Absence. A crafter may be absent from the Fair (on Leave of Absence) for up to two consecutive years.

A crafter absent from the Fair for more than two consecutive years will be dropped from the records of approved crafters.

Crafters intending to take a Leave of Absence must communicate this to Booth Registration no later than March 1.

6. New Crafters. Each year new crafters are approved through the jury process. New and returning crafter applicants with the highest jury scores for that year will be placed in One-Year-Only booths and will be required to share these booths with other approved crafters.

For the purpose of jurying a craft, a new crafter is defined as a crafter who has not been at any of the three previous Fairs selling their approved craft. Crafts are identified by the techniques and materials used in their production. New crafters who wish to have crafts approved for sale at the Fair must submit three images with a craft application and a non-refundable application fee of \$15 by the deadline. Crafters who submit multiple applications must remit a \$10 fee for each application beyond the first one. The link for applications can be found at oregoncountryfair.org starting in January of each year. If you have questions, you may email craftinventory@oregoncountryfair.org or call the Fair office at (541) 343-4298.

Sales space is not guaranteed to all approved crafters; there is simply not enough booth space. Crafters who are approved by the jury but whose scores do not guarantee them placement in One-Year-Only booths, as well as crafters who have been displaced from a booth, are encouraged to do the following:

- 1.) Network with booth representatives to find available sales space; this can be done during the Fair or during the off-season.
- 2.) Contact Booth Registration Crew in

the spring to be placed on the Wait/Share list. Booth representatives are encouraged to use this list to contact crafters if space becomes available in their booth. The Wait/Share list is published in the *Fair Family News* (our monthly newsletter) for greater exposure.

3.) Place an individual ad in the *Fair Family News* stating needs and requesting sales space. Ads are limited to 30 words maximum and cost \$5 per ad, per month.

7. Wait/Share List. Each year, crafters are ranked by jury score to create the Wait/Share list of crafters looking for space. Crafters with the same jury score are ranked randomly within their range. Any approved crafter looking for space may be included on the Wait/Share list. Crafters who want to be on the Wait/Share list should notify the Booth Registration Crew at boothreg@oregoncountryfair.org in April or May.

8. One-Year-Only Booths. Booth Registration Crew will maintain at least 10 full-size One-Year-Only booths. One-Year-Only booths are awarded to the top-ranked crafters (by jury score in the current year). Top juried crafters have two styles of booth to choose from: full booths and single booths. Full booths are large enough for two crafters. Top juried crafters who choose these booths are required to find a booth partner to share with. Booth Registration Crew will provide information on how to find a booth partner. Single booths, which are typically half the size of a full booth, do not require sharing with another crafter. Crafters who have submitted applications to sell at the Oregon Country Fair will receive their jury results from Craft Inventory. Booth Registration Crew will then award booths to the top juried crafters in the order of jury rank. At minimum, one booth in the One-Year-Only inventory will be awarded to an Esoteric Crafter (providing services such as tarot or astrology readings) if an applicant is juried in.

 **NEW: 9. Awarding Booth Space on a Permanent Basis.** The opportunity to be placed in an available booth will be guaranteed as soon as possible after September 30. Returning crafters who are interested in (and eligible for) booth space on a permanent basis must submit a new application (with digital images and fee) to Craft Inventory by the annual application deadline to be considered for placement the following year.

Permanent booth awards result from agreement among Booth Registration Crew, Craft Committee, Craft Inventory, and OCF Management. Permanent booths are offered only if space is available each year. To qualify, applicants must meet the following requirements:

1.) Participate in the Craft Jury process during the same year they apply for a permanent booth. A current year jury score is required, even if the applicant has been juried in previous years.

2.) Have a minimum of five years of verified participation as an active crafter at the Oregon Country Fair.

3.) Have participated as a selling crafter at two of the last three Fairs.

Booth Registration will post notice at oregoncountryfair.net if permanent booth space is available and send an email announcement by May 30 each year. Availability is not annual. After May 30, check the website to see if letters of interest will be accepted that year. If booths are available, letters of interest will be accepted from June 1 through September 30. Email your letter of interest to boothreg@oregoncountryfair.org. Include the following information:

1.) The booths you have occupied and the corresponding years.

2.) A brief and concise summary of your Fair participation history.

3.) Your current year jury score.

Craft Inventory, Booth Registration, and the Craft Committee will verify booth history and jury scores. Permanent booth selections will be finalized by December 31

for placement in the following year's Fair. Permanent booth awards are made by agreement among Booth Registration, Craft Committee, Craft Inventory, and Fair Management.

10. Logo Items. Each year, a few returning crafters are awarded the privilege of using the Oregon Country Fair logo on their craft, for that year only. March 1 is the deadline for applying for this privilege. Unlike regular new craft applications for which only digital images are accepted, a sample of the pro-

posed logo item is required. Please review the application on oregoncountryfair.org for more specific information. *The Board of Directors must approve use of the logo (the Peach and/or the words "Oregon Country Fair") for sale, trade, or display during public hours.* All logo items successfully juried five times will be given approval without the need to be re-juried. An application and application fee must still be submitted annually for such crafts.

Craft Booths

11. Craft Inventory. All crafts sold at the Fair must be handcrafted, handmade, homegrown, hand-gathered, or significantly altered by the person(s) who had that craft approved by the OCF. What are approved (juried) are the craft and the crafter. Approved crafters are those who have been granted Early Approval by being present in 1982, or who have successfully juried since then and sold regularly at the Fair thereafter. *The craft must be made, displayed, and sold by the crafter who juried that craft. If the approved crafter cannot be present at the Fair, their crafts may not be displayed.* A crafter may request a copy of their Craft Inventory record by sending a request to craftinventory@oregoncountryfair.org.

A crafter must be actively selling their crafts in their booth at the Fair for all three days of the event. A crafter may be absent from the Fair (on Leave of Absence) for up to two consecutive years. A crafter absent from the Fair for more than two consecutive years will be dropped from the record of approved crafters. A crafter who elects to obtain their wristband through the Elders program may not remain actively selling their crafts in any craft booth during the public hours of the Fair.

Sale of unapproved crafts is not allowed. Imported or manufactured items are explicitly prohibited. Craft Inventory staff will stop by each booth daily to ensure that the crafts in the booth are the approved crafts for that booth. There is no on-site jurying. Crafters may request to meet with a Craft Inventory Coordinator to help resolve disputes.

Recently approved crafters: To avoid disputes, please have a copy of your craft jury acceptance letter with you at the Fair. A Craft Inventory coordinator will be available in Booth #52 during public Fair hours to help resolve disputes.

If you observe any violations of these Guidelines, please inform a member of the Craft Inventory Crew located in booth #52. Concerns about craft Guidelines violations may also be sent before or after the event to craftinventory@oregoncountryfair.org.

Before or after public hours, sale of handcrafted goods is allowed in craft booths by the maker, if they are present with a valid wristband.

After-hours sales at the Main Stage area or outside established booths are limited to approved strolling crafters displaying a valid strolling permit. Report unauthorized sellers to the nearest Information Booth.

If staff believes that an unapproved craft is being sold, the crafter and the booth representative will be asked to remove that craft from display. Failure to pull the craft immediately will put the crafter and booth at risk of probation. In extreme cases of continued offenses, a crafter may be expelled from the Fair. If there is doubt about a craft being approved for sale at this year's Fair, check with Craft Inventory or submit a craft application for the craft in question by the annual application deadline. Successful jurying will guarantee approved status of the craft for subsequent years.

12. Strolling Crafters are expected to be able to stroll easily along the path and provide the Fair with a continually changing atmosphere. Approved strolling crafters must be registered with the Registration Crew. Strolling crafters who do not regularly move may face sanctions. Strolling crafters are required to check in with the Craft Inventory Crew in Booth #52 at least once a day during the Fair, between 11am and 5pm, with their complete path display.

CRAFT CARTS are reduced-size craft booths, occupied by a single crafter, that may be relocated from year to year. This booth model is intended to stay in one location during the event. Craft carts will be sited by Registration Crew, working in cooperation with Craft Inventory and the operations team. Craft carts must be no larger than 4' x 6', with a total footprint not to exceed 8' x 8'. Craft carts and any extending area must adhere to the aesthetic Guidelines of the Oregon Country Fair. Cart placement must be such that it does not interfere with traffic, visibility, or with other booths. Craft Inventory will visit each cart to verify attendance and compliance of crafts.

13. Youth Crafters and Aging Crafters.

YOUTH CRAFTERS. Youth aged 18 and younger may sell non-juried crafts in their registered booth or in the official Youth

Crafts booth. All items must be handcrafted, handmade, homegrown, hand gathered, or significantly altered by the youth selling the craft. When youth are not present selling their crafts, their crafts should not be on display.

Booth reps must inform the Craft Inventory path walkers if there are youth crafters participating in their booth. Youth who will be 19 years old by the Wednesday before the Fair must jury their crafts. They will receive the benefit of a lower acceptance score threshold if they were listed by Craft Inventory as active crafters, selling their crafts each day for two of the previous four years. Applicants who wish to receive this benefit must indicate that they are active crafters in the appropriate place on their application materials. This benefit is available only to youth crafters who will be either 18 or 19 years old by the Wednesday before the Fair.

AGING CRAFTERS. When the crafter retires, no other person may continue to sell the retired crafter's work. Apprentices of the retired crafter who wish to sell their own version of the craft must be approved through the annual craft application process.


14. Craft-Related Customer Complaints. Written complaints will be forwarded to the Craft Committee for consideration. The OCF may deny crafter status to vendors or prohibit the sale of items or services if it receives substantial customer complaints. The Oregon Country Fair reserves the right to prohibit anyone from selling at the OCF and to prohibit any product from being sold at the OCF.



Food Booths

NEW: 15. Food Committee.

The Oregon Country Fair has a Food Committee, which is responsible for the selection of new food booths and the coordination of food policies. The Food Committee will recommend any possible disciplinary actions to the OCF Staff for review and final determination.

 **NEW: 16. Menu.** Each year returning vendors are required to fill out a “Blue Sheet” (a digital form) listing their full menu for all operating hours, including all ingredients and potential allergens, for review and approval by the Food Committee. Any proposed menu changes must be submitted through the Blue Sheet form and approved by the Food Committee. Food Committee may ask to taste any menu item. Food vendors at the Fair are required to make a significant contribution to the menu items they serve. Prepare as many items as possible from scratch. Some element of your principal items must be made from scratch. Mere assembly does not constitute a significant contribution. We encourage you to use **fresh ingredients, sourced locally, and organic whenever possible. Food vendors must list all food allergens (milk, eggs, fish, crustacean shellfish, tree nuts, peanuts, wheat, soybeans, sesame) on their public menu display when applicable.**

No craft item (e.g., t-shirts) may be sold at food booths during public hours.

17. Insurance. The Oregon Country Fair requires each food vendor to carry a \$1,000,000 liability insurance policy that names the Oregon Country Fair as an additional insured. A copy of the liability certificate must be provided to the Fair by the Mandatory Food Booth Meeting.

Food vendors who have not provided insurance certificates will not be allowed to open their booths.

NEW: 18. Mandatory Food Booth Meeting.

All food booths must have a primary or secondary booth representative attend a meeting with the Food Committee and the Lane County sanitarian on the first Wednesday in June. No exceptions! If a primary or secondary booth representative cannot attend this meeting, they must have prior consent for their replacement from the Food Committee. Primary booth reps must attend this meeting in person while on probation or in a guidance period. Any booth rep failing to be represented at this meeting will be put on probation.

Upon conclusion of the meeting, booth reps may pay registration fees and conduct all other unfinished food booth business. This is the last time reps can request more passes for the current year.

19. County Regulations. The rules for the preparation and handling of food are those established by Lane County and the Food Committee. There will be no exceptions. On the first day of the Fair, a Lane County sanitarian will inspect your food booth before issuing a temporary restaurant license. The OCF will not permit booths that fail this inspection to open. Booths in violation of these regulations will be closed. Lane County sanitarians will make random inspections throughout the duration of the Fair.

Each food booth must apply for a temporary restaurant license from the Lane County Environmental Health Office before Lane County's posted deadline. (Not necessary for licensed food carts or exempt menus.)

At least one person with a Food Handler's card must always be in each booth or cart.

These cards can be obtained at the Lane County Environmental Health Office.

The Lane County Environmental Health Office requires each food booth to use a specific “name” at the time of application and on the booth during the Fair.

All food booths are required to be open at minimum from 11am to 7pm, Friday, Saturday, Sunday of the Fair. Food may begin no earlier than noon Thursday before the event and must end by 1pm Monday, after the event. Adding to or changing your menu during the Fair is not allowed. All county regulations regarding food handling and service apply to OCF kitchens as well. Remove all unused food and chemicals from the site within one week after the end of our event. Main Camp Kitchen accepts donations of certain foodstuffs, at the Kitchen Crew’s discretion.

20. Food Booth Representative. In addition to the Guidelines for all booth representatives defined in Section 30, the following apply specifically to food booth representatives. All food booths at the OCF must have a primary food booth representative responsible for all things related to that booth. The primary representative may assign up to two secondary representatives to manage the booth during the primary representative’s absence.

All primary and secondary representatives must have a valid email address and working phone and respond within 10 days to official communications from the OCF and Food Committee unless otherwise instructed. The Food Committee must confirm all primary booth representative changes. Primary and secondary food booth representatives must be aware of all food allergens used in the booth and must be prepared to present this list to anyone who asks. **Current FDA common food allergens include: milk, eggs, fish, crustacean shellfish, tree nuts, peanuts, wheat, soybeans, and sesame.**

When applicable, allergy information must be posted in a clear and visible space for the public.


A new primary representative for an existing booth must have five years’ experience participating in the booth within the last ten years, including the prior three consecutive calendar years. A secondary representative must have at least two years’ experience working in the food booth they represent, within the last five years. Primary and secondary representatives must have Food Handler’s cards and a good understanding of health codes.

In the case of a primary booth representative change, the booth will be subject to a two-year guidance period. Final approval of the transfer of primary booth representative status will be pending successful completion of the guidance period. Potential new food booth representatives need to be vetted by the Food Committee by the first Wednesday in May.

A primary or secondary booth representative is required to be in the booth during all public hours of operation. A primary or secondary representative must be present during Lane County Health inspections and must be able to remedy any noted health code violations.

The primary booth representative must be on Fair property for at least half the hours the booth is open and must be reachable by phone throughout the entirety of the Fair.

Only primary and secondary booth representatives are permitted to do booth business with Booth Registration.

 **NEW: 21. New Food Guidance and Probation Policy.** New food booths will be placed on a guidance period of two years. After each of those two years, the Food Committee will review the booth’s performance and share the evaluation with the booth representative. A food booth, food cart, strolling vendor and/or booth representative can be put on probation, fined, suspended,

or expelled due to violations of the Guidelines. Probation, fines, suspension, expulsion and any limitations to booth operation and participating individuals shall be investigated by the Food Committee according to an approved process. The Food Committee will recommend any disciplinary action to OCF Staff for review and final determination.

22. Food Carts. Strolling food vendors and food carts are reduced-size food booths that must have the ability to move when asked to do so. Typically, their menus are limited to accommodate food preparation in a small space and cannot require on-site dish-washing. Food cart items served during or after-hours at the Fair must be approved by the Food Committee. Food carts must be no larger than 4'x6'. Storage must extend no further than three feet behind the cart and must adhere to the aesthetic Guidelines of the Food Committee. Strolling food vendors and food carts must follow the Health Department's sanitation Guidelines. Cart placement must not interfere with traffic or visibility of booths. Fair operations will work to site carts that are not expected to move during public hours of the Fair.

All food carts must have a hand-washing station, (see section 26), unless serving exclusively prepackaged items in single servings, or granted an exception by the Food Committee.

No food vendor is permitted to set up after the Fair has begun without prior approval from the Food Committee and site staff.

23. Refrigeration. The OCF provides food vendors with refrigeration facilities to store perishable food products. The Refrigeration Crew will not accept items that do not need refrigeration to maintain quality or healthfulness. Food entering refrigeration facilities must be at or below 41°F and stored in stackable containers that will not collapse from weight stacked on top. Food cannot be stored in the Fair's ice freezers.

Examples of good, strong, durable con-

tainers include milk crates (either size) and plastic or metal buckets with lids. Containers that are not food grade must be lined with food grade plastic bags to maintain sanitation standards.

Punch cards for ice in 20-pound bags may be purchased through the Sunshine database through May 15. Seven-pound blocks are also available but must be pre-ordered. Ice sales will also occur during refrigeration sites' operating hours, which will be announced at the Mandatory Food Booth Meeting.

All refrigerators, coolers, and cooler boxes must be removed from OCF property no later than August 1. Those not removed by vendors will be removed by the OCF, and booths will be assessed \$100 per unit.

All food items must be removed from booths and OCF property by Friday after the Fair to avoid public health hazards and infestation from surrounding animals.

24. Fire Hazards. Deep-fat fryers require a properly certified K-class fire extinguisher. Other cooking practices that involve large volumes of oil may also require a K-class fire extinguisher. Cooking practices that involve unusual fire hazards may be subject to special requirements. If you have any question regarding whether or not you may be subject to special requirements, contact Fire Crew. You can contact Fire Crew using a Fair Radio, through QuarterMaster or Fair Central, or by Tinker Bell from any Info Booth.

No combustion powered generators are allowed in booths or Medallion Row.

25. Food Issues. All food must be from an approved source—for example, government-inspected meat, approved ice, approved milk, etc. *No home-canned or home-prepared items are permitted.*

Off-site food preparation must be done in a licensed kitchen. Booths using off-site kitchen facilities must record the name, address, and phone number of the facility on their "Blue Sheet Forms."

If you rent a commercial kitchen to pre-

pare food for the Fair, you must have receipts to verify the number of hours you used the commercial kitchen. Copies of receipts should be sent to ocf.food@oregoncountryfair.org or snail-mailed to Food Committee, c/o Oregon Country Fair, 442 Lawrence St., Eugene, OR 97401, no later than August 31.

Raw foods must be properly protected during transport to the Fair, i.e., dust-tight containers, refrigerated, etc.

Perishable foods must be kept refrigerated at 41°F. All cooling units must have thermometers, must be sanitized, and must not have interior damage such as rust or exposed insulation.

Food must be stored above ground in covered containers, protected from dust, flies, etc. All foods, including pastries, must be kept covered. Plastic bags, plastic wrap, and plastic boxes with lids are fine. Oil used for deep-frying must be changed or filtered daily. *Do not dump oil on the ground.*

NEW: 26. Water and Sanitation.

Provide adequate, cleanable, nonabsorbent, fly-tight garbage and refuse containers for use inside each booth. Garbage containers outside the booth must comply with the recycling Guidelines outlined in Section 29.

Water for food booths is delivered twice daily from Thursday through Sunday between 7am and 11am and between 7pm and 11pm (except Sunday evening). *We strongly suggest you plan your storage capacity to last until the next scheduled delivery.*

If you miss your delivery, please go to the nearest Information Booth for instructions. Fair-system water outlets are to be accessed only by the appropriate crews (Water, Fire, and Main Camp). If there is a problem with a water outlet, report it immediately to the nearest Information Booth or Fair Central.

All fresh water containers must be approved for potable drinking water use and be appropriately sanitized prior to the event. Water containers must be accessible and adequately braced, and the storage platform

base must be no higher than six feet. Safe access must be provided to any storage platforms. Water containers left behind after the Fair are likely to float away. Do not build water storage platforms without consulting a Construction coordinator. Large water tanks must be tied down.

Water delivery will be more efficient if containers have at least a five-gallon capacity for booths and an opening of two inches or more in diameter. Small containers slow down the delivery service and wastewater. Place all stationary water containers at the front of your booth or make sure there is adequate plumbing at the front of your booth to help with water tank filling. This will enable water delivery to be faster and easier.

All food booths must have an approved method of wastewater disposal. Please check the condition of the dry well in your booth. Inadequate or failed dry wells create unpleasant and unsanitary conditions. Private showers are not permitted. The Construction desk at Main Camp has several designs for approved greywater disposal and an approved methodology for renewal of disposal sumps. Approved gravel fill for sumps will be provided by the OCF. Check with Archaeology and QuarterMaster before you dig or renew a grey water well.

All food booths must be constructed to allow as little dust as possible into the booth. Booths must be enclosed except as necessary for safe ventilation and serving and have limited access to the serving/preparation area. All food booths must have a covered kitchen area. If it rains, booths must have waterproof roofing over their kitchen area. All booth countertops must be constructed of hard, nonabsorbent, cleanable, smooth material. Wooden counters must be covered with vinyl, contact paper, oilcloth, etc. Use sneeze guards where needed to protect food preparation and serving areas from the public.

Each food booth and food cart must be equipped with a hand-washing system that provides warm, flowing water at all times.

This system must, at a minimum, include a five-gallon food-grade container for water storage. The container must have a dispensing valve that provides a constant flow of water when opened. A catch basin must be provided to collect wastewater from the handwashing system in a sanitary manner.

Food carts must dispose of greywater in an approved manner that meets local health and environmental regulations.

All food handlers must wash their hands after handling any nonfood items and before rehandling food.

Each booth must be equipped with adequate dishwashing facilities, separate from handwashing. The required three-step dishwashing procedure consists of:

- 1.) soapy wash,
- 2.) clean rinse,
- 3.) sanitizing rinse (100 ppm chlorine).

Make sure your dishwashing containers are large enough to accommodate your largest utensil.

Food booth workers are required to wear aprons over their street clothes. Hair coverings are strongly suggested, and long hair must be pulled back or braided. No nudity in food booths, please.

No person affected with a communicable disease or open sores on the hands may work in any food booth.

No smoking, vaping, or chewing tobacco in food preparation or serving areas. No form of tobacco may be used where food is prepared or served.

Only approved service animals are allowed at the Fair, and they are not allowed in food booths

All food booths should have hand sanitizer available on their booth counters.

All food items must be removed from the site by Friday after the Fair.

27. Food Vouchers are one way we feed our volunteers during the event. They are non-transferable and valid only during Fair at all food booths and at the Ritz Sauna showers. It is a violation of the Guidelines

to redeem food vouchers for cash, in any circumstances other than:

- 1.) Booth representatives returning food vouchers to the Fair for redemption.
- 2.) An individual receiving change (under the value of one food voucher) for a purchase.

If an individual redeems food vouchers for cash, both the party receiving money and the party paying money are violating the Guidelines and may face consequences.

Craft booths are not permitted to accept food vouchers.

Food vouchers may not be used at Eugene or Portland Saturday Market. Only food booths and the Ritz may redeem food vouchers and only with the OCF organization.

28. Food Voucher Redemption. The Oregon Country Fair will redeem food vouchers from food booths and the Ritz by issuing checks payable to the business or booth representative only. The last day for food vendors and the Ritz Sauna to redeem food vouchers is July 31. Food vouchers can be mailed to or dropped off at the OCF office. We will also give you supplies (rubber bands, plastic bags) for organizing your vouchers at the Mandatory Food Booth Meeting. The packet will list available dates for food voucher redemption.

Please bundle vouchers in five packs of 20, to make 100 vouchers per bundle.

29. Food Booth Recycling. To meet the Fair's waste-free goals, the use of plastic and styrofoam disposable service ware and utensils is strictly prohibited. All service ware and utensils, including cold and hot cup lids, straws, and coffee stirrers, must be compostable! Violations of this guideline can result in probation or expulsion of the booth from the Fair.

Use only durable cutlery that has been obtained through the OCF. Used durables may not be collected, washed, or re-used by a food booth.

Durable cutlery must be rented from the OCF via the Sunshine database for a small fee that covers cleaning and replacement costs. Durable cutlery orders may be picked up at scheduled times and locations announced at the Mandatory Food Booth Meeting. Durable cutlery orders should be placed no later than May 15. If you are not paying for your durables order through the Sunshine database, you must submit payment to the Fair office no later than May 15.

Recyclable materials produced by food booths should be placed in front of your booth for daily pick up, Friday through Monday, prior to 6am each day. The following production-related items may be left in front of your booth for pickup by the Recycling Crew:

- Aluminum cans, rinsed and flattened, commingled with flattened or balled aluminum, contained in a box or bag;

- Food-grade and paper compost, in barrels provided by the Recycling Crew (leave inside booth);
- Plastic jugs, rinsed and strung together with twine;
- Cardboard, flattened and stacked;
- Used cooking oil, in an appropriate closed container;
- Clean, dry sheet plastic contained in a bag.

All landfill, nonproduction related recycling, and all other materials should be taken to a recycling kiosk for proper disposal, before 6am daily. Please do not provide “stand alone” cans in front of your booth as these accumulate a commingled assortment of compost and recyclables that, due to contamination, must become landfill.

Food & Craft Registration


30. Booth, Cart, and Strolling

Representatives. The Oregon Country Fair owns all booth spaces at the Fair. The OCF requires each craft and food booth to have an approved booth representative. Booth spaces and booth representative status may be transferred according to these Guidelines but cannot be sold or traded for compensation. The OCF reserves the right, when necessary, to appoint booth representatives, to reject the transfer of booth representative status, or to revoke booth representative status.

The booth representative may delegate specific responsibilities to other members of their teams by emailing the Registration Crew at boothreg@oregoncountryfair.org and indicating which booth members are authorized to do which tasks. If there is not sufficient time to email the Registration Crew in advance, the booth representative should

provide the delegated booth member with a note of authorization.

The booth representative is the contact between the booth and the rest of the Fair organization. It is the booth representative’s responsibility to see that all booth members read and comply with these Guidelines. The Oregon Country Fair can revoke booth representative status and/or participant status for violations of the Guidelines. Please feel free to make copies to distribute to booth members. Additional copies of the Guidelines are also available from the OCF office, on site, and at oregoncountryfair.net.

 **NEW: 31. Registration.** Booth Registration Crew will email craft booth, cart, and strolling representatives by February 1 regarding the new March 6 deadline. Craft booths, carts, strollers must pay their fees in order to claim their space for the 2026 Fair. The Food Committee

will email virtual blue sheets to food representatives by February 1. Outstanding debts to the Fair must be paid before a booth registration is accepted.

Contact Booth Registration Crew by emailing boothreg@oregoncountryfair.org, calling 541-868-8903, or writing to: Booth Registration Crew, Oregon Country Fair, 442 Lawrence Street, Eugene, OR 97401.

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MAIN CAMP BOOTH REGISTRATION HUT HOURS

June 6 – July 4

Monday & Tuesday • closed

Wednesday & Thursday • 11am–4pm
Friday, Saturday & Sunday • 10am–6pm

July 5 – July 6

Daily • 10am–8pm

July 7 • closed

BOOTH REGISTRATION CHECK IN/STICKER BOOTH HOURS

July 8 – July 12

Wednesday, July 8 • 9am–10pm

Thursday, July 9 • 9am–10pm

Friday, July 10 • 9am–9pm

Saturday, July 11 • 9am–9pm

Sunday, July 12 • 10am–2p

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32. Booth, Cart, and Strolling Fees must be paid in full by March 6, or the booth is forfeited. No post-dated checks will be accepted. Only the booth representative's credit card, cash, check, or money order will be accepted. No other booth member may submit fees. Checks returned because of insufficient funds will be assessed a \$35 fee. Please write your booth, cart, or stroller number on the memo line of the check. Credit card payments are the preferred payment method for all booth expenses. Supplemental passes can be paid for after approval.

Resale of OCF inventory (any type of pass, wristband, or vehicle sticker) is a violation of the Guidelines and Oregon Country Fair policy and will result in suspension.

Nobody can be charged more than the actual cost of a wristband.

Booth, cart, and strolling fees are separate from wristband purchases.

VEHICLE STICKERS are \$20. Booth, cart, and strolling representatives are allowed to purchase half as many vehicle stickers as approved adult passes.

STROLLING CRAFTERS. The strolling crafter fee is \$100. Wristbands are \$150 each.

CRAFT CARTS. The craft cart fee is \$100. Wristbands are \$150 each. Craft carts may purchase up to 4 wristbands.

CRAFT BOOTHS. The craft booth fee is \$200. Wristbands are \$150 each. Booth Registration allocates a baseline of eight wristbands per craft booth. This initial allocation is for two crafters with four wristbands per approved crafter. See section 34 for additional information regarding wristband allocation for craft booths.

FOOD CARTS. The food cart vendor fee is \$115. Wristbands are \$150 each. Food carts may purchase up to 12 wristbands. See section 34 for information regarding supplemental pass requests.


FOOD BOOTHS. The food booth fee is \$350. Wristbands are \$150 each. Food booths may purchase up to 24 wristbands.

NONPROFIT CRAFT BOOTHS. To be eligible, submit copies of 501(c)(3) status or nonprofit papers at least 30 days before the Fair. The nonprofit craft booth fee is \$75. Wristbands are \$150 each, based on approval, for up to eight (8) passes.

NONPROFIT FOOD BOOTHS. To be eligible, submit copies of 501(c)(3) status or nonprofit papers at least 30 days before the Fair. The nonprofit food booth fee is \$75. Wristbands are \$150 each. Nonprofit organizations may also participate through Community Village (although no sales are allowed). Visit the Community Village website communityvillageocf.org for more information.


TEEN PASSES. \$60 for ages 13–18. Teen passes are limited to half the number of adult wristbands in a booth.

WORKER DAY PASSES. \$25 per worker per day (Wednesday, Thursday, Friday, Saturday, or Sunday).

 **NEW: 33. Booth, Cart, and Strolling Fee Refunds.** If an emergency prevents your participation in the Fair, the total booth, cart, or strolling fee may be refunded if the Registration crew is notified by June 12. Send this request via email with “Booth Fee Refund Request” in the subject line to boothreg@oregoncountryfair.org. Participant fees are nonrefundable if the Fair is canceled because of events beyond the control of the Fair. Requests for pass refunds will be considered if submitted in writing to Registration by July 31. No requests will be accepted after July 31.

34. Passes for Booth, Cart, and Strolling Participants. Only a booth, cart, or strolling representative or a delegate with written authorization from the representative may order or purchase wristbands, worker day passes, or vehicle stickers.

Booth Registration allocates a baseline of eight wristbands per craft booth. For two-crafter booths, this initial allocation provides four wristbands per approved crafter. For booths with more than two approved crafters, Booth Registration will consider requests for additional wristbands. Food booths may purchase up to 24 wristbands; and food carts can purchase up to 12 wristbands. See next paragraph for information regarding supplemental pass requests.

 **NEW: SUPPLEMENTAL CAMPING PASSES.** Food vendors in good standing, may apply for supplemental camping passes if they meet one or more of the following criteria: extended operating hours, complex menu offerings, and significant on-site food preparation.

Camping space is not guaranteed within a booth. There is an expectation that booth representatives will equitably distribute wristbands, vehicle stickers, booth space, and booth expenses (such as booth fee, construction, and maintenance). Reports of inequitable treatment within booths will be investigated by Booth Registration collaborating as necessary with Craft Committee, Craft Inventory, and/or OCF management.

For One-Year-Only booths, Booth Registration crew determines wristband and vehicle sticker allocation.

Requests for more than four passes per crafter must be submitted to Booth Registration Crew.

OVERNIGHT CREDENTIALS (WRISTBANDS OR OCF-ISSUED PHOTO ID) are required for everyone over 12 years old who will be at the Fair before 6am or after 7pm, July 8-12. Overnight credentials are not to be transferred or sold. Lost credentials must be immediately reported to the booth, cart, or strolling food representative. Please list booth, cart, or strolling members who will receive overnight credentials in the Sunshine database. Fees paid by representatives will be allocated first to the booth, cart, or strolling fee, and then to passes and vehicle stickers.

TEEN PASSES When providing teen credentials, please indicate the teen's name and date of birth, and the name and emergency contact information for the adult responsible for the teen. All persons under the age of 18 must have a parent or responsible adult on site who is reachable by staff during the Fair. If the minor is deemed by OCF Management to be in violation of the OCF Guidelines, the responsible adult will be subject to disciplinary action, including suspension from the Fair for one year. Further incidents may result in permanent expulsion from the OCF.

Everyone with overnight credentials must abide by the Code of Conduct and Guidelines of the OCF community.

WORKER DAY PASSES are available to daytime booth workers, including those working Wednesday and Thursday. Worker day passes allow booth and cart workers to be on OCF property between 7am and 7pm only. Distributing worker day passes to non-workers is not allowed and can result in consequences up to and including loss of Booth Representative status or suspension. Unused worker day passes are not refundable.

VEHICLE STICKERS. Each vehicle, except motorcycles, on Fair property after 9pm, Wednesday, July 9, must have a vehicle sticker affixed to the lower-left front windshield. There are no exceptions. Vehicle stickers cost \$25 and are non-transferable. When registering, please indicate who is to receive each vehicle sticker. The total number of vehicle stickers sold to a booth cannot exceed half the number of passes. Because of limited parking, we strongly urge carpooling. Oversized vehicle stickers are required for vehicles longer than 22 feet. Stickers for oversized vehicles are \$150 each and must be purchased in addition to a regular vehicle sticker.

35. Transportation and Parking.

PLEASE, TAKE THE BUS OR CARPOOL.

OCF-CHARTERED BUSES. Please check oregoncountryfair.net for the latest information regarding buses departing for the Fair.

WORKER SHUTTLE BUSES leave Eugene daily between 7am and 9:30am, Friday, Saturday, and Sunday of Fair from the Valley River Center shuttle site. There is absolutely no overnight parking at the shuttle site.

The OCF is not responsible for theft of, or damage to vehicles, motorcycles, bikes, or their contents while on OCF property, or damage caused by tow companies while moving vehicles parked illegally on OCF property.


Staff and booth members must park in designated lots only. No Fair Family vehicles can park in areas designated as public parking. Public parking includes Kermit's, Trotter's, the Dead Lot, and North Miss Piggy's

Lot (except Medallion Row). Absolutely no camping is allowed in public, Outta Site, or Outer Limits parking lots.

36. Booth Changes. Booth representatives are required to notify the Registration Crew of all changes to booth occupants.

CONTACT INFORMATION. The names, phone numbers, and email addresses of participants in each booth must be entered into the Sunshine database. Booth representatives should update this information if there are changes.

BOOTH SHARING. Craft booths may share space with any active juried crafter. Booth representatives must notify Registration Crew as soon as possible to ensure the added crafter gets credit for participating.

 **NEW: 37. Leave of Absence.** A food booth, food cart, crafter, or booth representative may take a leave of absence for up to two consecutive years with written notification.

CRAFTERS. Failure to notify Booth Registration by the March 1 deadline may result in forfeiture of the booth for the current year and reassignment of the space. A booth's leave of absence applies only to the booth itself; a crafter may continue to participate in another booth during this period without affecting their crafter status.

FOOD VENDORS. Food Vendors who have taken a leave of absence must ensure that their Primary Food Booth Representative notifies the Food Committee by January 1 regarding their status for the upcoming fair—specifically whether they intend to retire, extend their leave for one additional year, or return.

Booths, carts, or strollers that consistently fail to meet communication or payment deadlines may be placed on Administrative Probation, which requires the booth representative to demonstrate timely communication and full compliance with Booth Registration and/or Food Committee timelines during the following season.

Continued failure to communicate, sub-

mit payments, or respond to Booth Registration while on probation may result in loss of booth eligibility, at the discretion of Booth Registration, the Craft Committee, the Food Committee, and Fair Management.

DISPLACED ACTIVE CRAFTER. If a crafter is displaced from a booth that has been shared with a booth rep, the crafter should notify boothreg@oregoncountryfair.org. Registration Crew will add the crafter's name to the Wait/Share list and do its best to work with the displaced crafter to find them a booth to share. Registration Crew does not guarantee a booth for displaced crafters while seeking a sharing solution.

If a booth rep wishes to remove a crafter who has participated in the booth for two years or more, they must give the crafter one-year written notice by July 1 so the displaced crafter can network at Fair for a new location for the following year.

38. Craft Booth Representatives. Booth representatives may request approval for a

temporary, one-year-only, or new permanent booth representative. A new craft booth representative must have been an approved crafter for a total of five years, and must have been present as an active crafter in the booth they will represent for the two previous consecutive Fairs.

39. Changing Booths. Current booth representatives have the option of moving from their current booth to a different vacant booth and should notify the Registration Crew of their interest in moving by the virtual claim deadline of March 1.

40. Closing after the Event. All booths, carts, and strolling food vendors must be closed by 1pm Monday after Fair. There is no camping Monday night. Everyone must vacate the property by 6pm. The last day to remove all temporary booth/loft structures, personal property, ground covers is August 1.

Booth Construction

41. Construction Calendar.

June 6

Main camp opens

No work permitted prior to this date

June 30

Last day to submit plans to Construction for repairs

July 4

All construction requiring inspection must be completed!

July 9

All construction completed – tools down!

42. General Booth Construction

Requirements. Booth representatives must check in at the Construction Desk in Main Camp if they have a red tag, yellow tag, new


projects, structural alterations, and/or any booth-related construction questions. All booths will be inspected. Unsafe booths must be repaired before use. Lane County building permits may be required—see Permits (Section 47). *Absolutely no booth demolition or construction is allowed prior to Main Camp opening without permission of the Site Manager and the Construction Coordinator. Booth construction requiring inspection must be completed by July 4. All booth construction must be completed by Thursday before the Fair. Booths not completed by this date may lose the right to participate and their booth fees will not be refunded.*

Booths must be built with adequate structural support but must be temporary in character. No poured concrete is permitted. Pier pads may be used to hold posts off the ground.

Wood used for booth construction may not be painted or stained. Contact Construction Crew for approved non-petroleum-based sealer options. Decorative painting, including signs, is allowed if removed after the Fair. Do not use pressure-treated lumber or lumber treated with Penta or creosote—both substances are highly toxic. We suggest the use of cedar or redwood where rot might be a problem.

Avoid starting fires. Generators and chainsaws must have U.S. Forest Service-approved spark arrestors. *You must have a fire extinguisher more than three feet, but not more than ten feet, from any gasoline-powered equipment, and in plain sight to anyone in the booth or on the path.*

During the setup/repair process, materials inside a booth space belong to the booth. Stack all excess construction material in front of your booth for recycling. Anything placed in front of a booth will be removed, recycled, or scrounged.

 **NEW: 43. Red Tag.** Red Tag's mission is to inspect and ensure all structures are safe for the public and volunteers, as well as aesthetically pleasing. If our Red Tag team deems your booth a safety issue, the Booth Representative is responsible for the repairs to the booth. Most repairs can be done yourself, or with a builder that you hire. If you take a Leave of Absence (LOA), you are still responsible for repairs to your booth to correct all Red Tag issues at your expense. Repairs done by the OCF due to failure of the Booth Representative to make the repairs, may lead to probation, a fine, and/or, being billed for said cost of repairs. When repairs are complete, a note should be left in the Red Tag book on the Construction desk in Main Camp.

NO NAILING INTO TREES.

NO BRUSH CUTTING. No cutting of any vegetation, living or dead, is permitted except by VegManEcs, Site Crew, Tree Crew, or their designees. See the Main Camp QuarterMaster if you have questions. Violations may result in disciplinary action that

may include probation, suspension, or expulsion. Much of the Fair's natural ground cover has been removed in recent years; no additional clearing is permitted. Consult with Main Camp QuarterMaster if you need help tying up vegetation in your booth. Please be sure to remove your tiebacks by July 31. Use of all gas-powered tools is prohibited except during Main Camp when they must be checked in with QuarterMaster and receive a permit tag and fire extinguisher.

During Main Camp, call QuarterMaster and Archaeology before digging holes in the ground. *All ground disturbing activities, including digging, as well as replacement of existing in-ground structures, must be approved by archaeology and construction crews.* Violation of this policy will result in disciplinary action up to and including probation, suspension, and expulsion from OCF property. Email Archaeology Crew at archaeology@oregon-countryfair.org or visit their booth at Main Camp.

Do not cut any wiring! QuarterMaster has maps that identify where underground wiring and water systems are located. All open holes must be covered at all times.

Floors in booths are strongly discouraged. They add an extra burden on the land and on the Red Tag Crew, who must inspect and test them. We recognize that floors are often important though. Fully removable floors (platform style) are allowed. Floors with removable decks on joists will be approved on a case-by-case basis. Construction will work with you to resolve your situation. Our goal is to guide the Fair toward less wood being left on site.

All booth dismantling, storage, and removal must be done on or before August 1. Staff may remove hazardous or abandoned booths, lumber, and materials. The OCF will not accept responsibility for materials left at the Fair site. All booths and lofts must have floors and walls dismantled and removed or properly stored (see the Booth Construction Manual), and tied down for the flood season per FEMA floodplain codes. All ground

platforms in temporary structures must be removed or dismantled and stored at least 4 foot feet off the ground.

The OCF may remove unapproved structures or equipment left on site and a fee may be charged. The Oregon Country Fair strictly adheres to a “Pack It In, Pack It Out” policy. All plastic sheeting, tarps, carpets, bedding, buckets, milk crates, coolers, removable signage, furniture, cinder blocks, wire spools, building materials, and other bulky items must be removed from the Fair Site. The recycling kiosks throughout the Fair do not have the capacity for bulky waste. You must pack out the gear you bring to the site. Clean your camp and booth site to remove all evidence of human activity.

LEAVE NO TRACE.

To meet the Fair’s waste-free goals, all participants are required to use compostable or reusable food service containers at all Fair events. The use of disposable plastic cups, plates, or bowls is strictly prohibited.

The OCF grounds, booths, and lofts are not general storage facilities! Please store only elements of your booth, such as walls, floors, ladders, water tanks, and sinks. These must be tied down. Items such as camping gear, chairs, tables, coolers, display racks, and spare wood are not to be left on site. Propane tanks must be removed by August 1. Contact the Construction Crew if you are not sure what booth elements can stay.

The Fair site floods most winters; please consider this important reality in your booth construction. Fences, walls, and booth fronts impede and channel flood waters and cause path erosion. Remove and secure, or hinge and fold up, these vertical surfaces. Converting your booth to a temporary structure and removing it from the flood plain each year is the most site-friendly option.

BATTERIES FOR BOOTH LIGHTING. All batteries used for booth power must be properly fused to prevent fires. Shorted wiring connected to batteries can start a fire that is not easily extinguished. Contact QuarterMaster for instructions on how to protect your booth and the environment.

44 . General Considerations for

Wheelchairs. All new booth construction and all booth reconstruction must make all public booth areas accessible to an individual using a wheelchair. If the configuration and size of the booth space make meeting this requirement impractical, Construction Coordinators may, at their discretion, issue a waiver. The minimum width for one wheelchair is 36” of clear space. Clear floor space needed for a single wheelchair is 30” by 48”. A high forward reach of a maximum 48” from the floor, and a side reach of a maximum 54” from the floor are also required. Turning space for a wheelchair is 60” in diameter. Two wheelchairs passing each other need a minimum 60” width. The proper incline for a wheelchair ramp is a 1” x 12” rise.

45. Aesthetics. Booth construction should be simple, yet imaginative and attractive.

Organic, asymmetrical, and non-rectangular designs are encouraged. Please strive to maintain the Fair’s ambiance of a small, temporary village. Booths that are fully removable are strongly encouraged as they impact the land the least. Whether fully removable or not, booth walls, roofs, counter skirts, and such must be substantially removable to allow light and rain to reach the ground.

Booth construction and decorative materials should include wood (poles and old weathered wood are best) or fabric (canvas, parachutes, tie dyes). The OCF does not permit visible pressure-treated materials, plywood, lattice, chipboard, or pallets for new or rebuilt construction. However, covered plywood countertops in booths, removable plywood signs, and removable wheelchair ramps are acceptable. Plastic, including woven plastic and tarps, must be covered and out of sight during the Fair unless it is actively raining. Automobiles, trailers, camping tents, or converted trucks may not be used as booths. Personal camping tents must be well hidden from public view. The OCF has the right to reject a booth not in keeping with the aesthetic standards of the Fair.

POP-UP AND PATIO GAZEBO

STRUCTURES AS CRAFT/FOOD BOOTHS.

Due to the aesthetics of typical pop-ups, these have been discouraged in the past, but now because of Lane County and environmental demands, they are becoming more common. Some guidance to make them blend in follow:

Pop-up aesthetics are critical. Any such structure must be covered/decorated in a way that blends with the Fair's aesthetics. Metal poles and plastic must be covered or hidden. Cloth, sticks, bamboo, wood, and organic items are all good for this. Roofs must be covered with canvas, tie-dye, or similar material. No blue or white plastic covers. Creative home-made pop-ups are encouraged!

Size: Any booth space may have a 200 square foot or smaller pop-up or patio gazebo. Pop-ups may not have lofts.

Safety: Pop-ups and gazebos must be secured against wind and meet all other safety standards of the Guidelines.

Removal: Pop-ups and gazebos must be removed by Monday after the Fair.

SIGNS should be easily interpreted, attractive, and in character with the organic aesthetic of the Fair. Booth name signs may be no larger than 16 square feet, but not necessarily square in shape. Booth menu signs may be no larger than eight square feet and must also follow the organic aesthetic of the Fair. No signs are allowed in paths. Signs may not be made of plastic or vinyl laminated sign board material, or any other synthetic material or commercial printing process. Hand-painted signs and menus are recommended. Excessive signage is not permitted.

Booth signage must be on the booth itself. Signs, including sandwich signs, in other areas directing folks to your booth are not allowed. If a crafter has moved, the Fair will place a small sign at the old location for the first Fair of the move.

46. Lofts may not be used as commercial selling space and may not be used by the

public. Lane County Building Department and OCF policy prohibit new lofts larger than 40 square feet. To reduce hazards, simplify construction, and avoid the potential for commercial building permits. Lane County and OCF Construction strongly urge that new booths be built without lofts.

The County and the OCF also require that all lofts have safety rails and removable ladders. All loft areas will have approved guardrails at least 42 inches high, with openings and ladder access areas similarly protected before occupancy approval will be granted. Ladders should be securely mounted but removable to inhibit loft access during the off-season. *All ladders and stairs must be removed from the site or fastened to the loft floor after the Fair.* Stairs are discouraged.

All posts for lofts must be on pier pads with straps. All posts must be of an approved species: fir, redwood, cedar, yew, or locust. Do not use creosote-treated posts. Loft structures must have adequate diagonal bracing. No tree structures are allowed.

47. Building Permits. Lane County building permits may be required for structural alterations, additions, and/or new construction of booths with lofts, structures higher than ten feet, and public structures and facilities. Permits are not required for non-structural work such as shelves, counters, and storage bins. Permit applications should be given to OCF Construction coordinators, who will be your liaison with the County. Information on fees and permit requirements will be available at the Construction Crew counter in Main Camp. Checks for fees should be made out to Lane County Building Department.

Whether or not permits are required, please inform the Construction coordinators of your building plans before you begin. Construction coordinators will provide permit and design information. Get more information by writing to: OCF Construction, 442 Lawrence Street, Eugene, OR 97401, or emailing office@oregoncountryfair.org. When in doubt, ask.

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OREGON COUNTRY FAIR

442 Lawrence Street
Eugene, OR 97401

Office: (541) 343-4298

office@oregoncountryfair.org

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