



NON-FOOD BOOTH INSTRUCTIONS

****PLEASE READ CAREFULLY AND THOROUGHLY****

Saturday, October 4, 2025, from 12:00 PM – 8:30 PM

Location: The Utah State Fairpark (155 1000 W, Salt Lake City, UT 84116)

Dear Non-Food Booths,

Thank you for being part of the 2025 Health & Heritage Fair! We plan to have a great time and are grateful for your participation. We are excited to announce that this year we will also be doing an opportunity drawing for the parade and festival attendees. We will be handing out a Take Care Utah passport which attendees can take around to every booth for a signature or initials. Once an attendee gets the signatures or initials from you on the passport card, they can enter to win prizes throughout the day. We ask for the booth entries' support in signing these passport cards as part of the event. The passports can be picked up and dropped off at either of our 2 Take Care Utah booths.

Below is all the information that you will need for the day of the event, including check-in, parking, and other important messages that you will need. Let's keep the event safe and fun! Please feel free to email or call if you have any other questions.

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NON-FOOD BOOTH INSTRUCTIONS

1. All vehicles will enter through Gate 17 off of 300 N (see map for "Gate 17")
2. Non-food vendors must check in between 9:00 AM and 9:30 AM. DO NOT ARRIVE LATE! Check-in will be at the booth near the big yellow slide (look for yellow Check-In sign).
3. Booth setup must be completed by 11:30 AM in accordance with Utah State Fairpark policy (see below), with all vehicles out of the grounds, unless participating in the parade. See parade participant instructions if you are also participating in the parade.
4. You may either drive through and drop off your items at the north-side entrance (Gate 17 on 300 North), or park in the designated lot and carry your items across the bridge located on the west side of the event.

People unloading supplies from vehicles may park on the side of the street only. Parking on the grass is not allowed. Once you've unloaded your items, you must move your vehicle to the designated parking lot immediately. If you are participating in the parade with your vehicle, please follow the parade participant instructions.

*****Your vehicles MUST be out of the grounds by 11:30 AM*****

5. All booths must provide their own supplies including tents or canopies, hand washing stations, and electrical extension cords (if needed). One 8 foot table and two folding chairs are provided.

Utah State Fairpark Policy for ALL Booth Participants:

- **No** generators are allowed on Utah State Fairpark grounds. Let us know if you need other electricity connections no later than September 19th. All cords and wires must be secured to prevent trip hazards and accidents. Wire crossovers or rubber mats should be used. No tape is allowed. If using electricity, please seal your connection to the outlet and all electrical ports.
- All tents and canopies must be secured with weights of at least 40lbs on each leg. No ground stakes are allowed.
- All vendor tables must have a clean and neat tablecloth that reaches the ground.
- All vendors must secure overflow, boxes, and trash under the table and out of sight.
- At the end of the event, all vendor-generated trash must be bagged and taken to the nearest compactor waste station, located on the west side near the yellow slide. Utah State Fairpark staff will be available to direct you to the correct location if needed.

PARKING AND OTHER INFORMATION

We will provide two parking spaces for each organization with a **paid booth**.

Parking is available at the parking lot west of the Utah State Fairpark, along the Jordan River Trail. If you need more specific directions to the lot, please refer to the map or ask a team member.

Please bring your own reusable water bottles as we have a zero-waste goal. There will be water stations for refills throughout the event.

All booths must remain open until 8:30 PM, even if all items have been given away or sold. Vehicles are not permitted in the event area before that time. Any early departure will result in a **\$5,000 fine**, payable directly to the Utah State Fairpark, no exceptions.