

UVI-RPS STEERING COMMITTEE
Agriculture & Food Fair of the U.S. Virgin Islands
February 19-21, 2011

Fair Theme: *“40 Years and Still Growing Strong”*

Program Title: _____

Contact Person: _____ Telephone: _____

Email: _____

The steering committee is committed to facilitating a more integrated and interactive approach to our exhibits. As you continue your preparation for the fair, we ask that you provide us with a short description of your exhibit in the space provided below. This will allow us the opportunity to work with programs to explore ways to facilitate integration and increase the interactive nature of what we present. However, we **STRONGLY ENCOURAGE** the programs explore how we can work together to make our displays more seamless and much more hands on. **There will no backdrops for displays. Table top displays can be used.**

If requested below, each program will be limited to one (1) 6’ table and two (2) chairs within 36 sq. feet. However, as you plan please explore opportunities to collaborate with other units. If electrical access is needed, please indicate so below.

ITEM	QTY. ASSIGNED	Will you need these?	
		Yes	No
Table – 6’	1		
Chairs	2		
Electrical			
Passes*	3		
Vendor Parking Permits	1		

- **Additional passes must be purchased at \$3.00/person**

Please be reminded that programs must make provisions to have their exhibit manned at all times throughout the duration of the fair. Additionally, exhibits MUST remain in place until the closing of the fair at 6:00 p.m. on Monday, February 21, 2011.

Please complete and email this form to Ms. Clarice Clarke at cclarke@uvi.edu on or before **Friday, November 12, 2010.**