



2016 Utah State Fair

Special Needs Program Guidelines

Organizations must *serve persons with physical or mental disabilities or limitations* to be considered a special needs organization. No exceptions will be made. Special needs group requests must be filled in advance. Groups will not be allowed to fill out a form at the gate for admission.

Program is for organizations only. No individual special needs admission is available.

To request special needs admission and receive a Special Needs Admission Form allowing your organization to purchase \$1.00 admission:

1. Request must be typed or legibly written on official letterhead. No photocopies or faxes will be accepted.
2. **Letterhead must include the name of the organization, address and phone number.**
3. Request letters must include the name of the person making the request, their title or position within the organization and their phone number.
4. Letter must include a short description of the organizations service or program.
5. List what day(s) you plan on attending the Fair. The 2016 Utah State Fair runs September 8-18.
6. State the number of tickets needed per day of attendance– including chaperones.
7. If you require more than one visit, only one form, per day of the Fair, per group will be issued.
8. Requests must be mailed to 155 North 1000 West, Salt Lake City, UT 84116.

Due to the demands of operations during the Fair, **requests must be received, by hand delivery or postmarked, on or before Friday, August 26, 2016.** No hand delivered requests will be filled at the time of delivery.

After reviewing your request, and if the organization meets the criteria, a Special Needs Admission Form will be mailed to you or, per your request, left in Will Call at the Fair Administration Building– 155 North 1000 West, Salt Lake City.

Admission must be paid on the day of visit at any Utah State Fair ticket booth. A preauthorized Special Needs Admission Form must be presented to purchase the \$1.00 admission.

Admission must be paid with cash, one check, one money order or one credit card. No purchase orders or billing is available. **Organization must arrange to arrive as one group.** No individual tickets are issued.

Parking cost is the responsibility of the organization. Special needs admission does not include Grandstand or other ticketed entertainment. We will be glad to answer any questions you have. See you at the Fair!

Questions? Contact:

Katie Williams
Activities Director

Office: (801) 538-8454
Mobile: (801) 550-0228
Email: katie@utahstatefair.com

Join Us for a Special Day!

Wednesday, September 14th, 2016

10:00 AM– 12:00 PM

10:00 AM- Carnival Rides Open

11:00 AM- Snacks

12:00 PM- Circus Performance

The Utah State Fair will be hosting the Royal Hanneford Circus again in 2016. They have agreed to perform a show just for our special needs guests on Special Needs Day. We will have rides and snacks available from 10:00-12:00 noon as we have done in the past. At 12:00 noon, we will move to the circus tent for the special performance.

Please RSVP for the Special Needs Day Celebration and circus performance by filling out and returning the card below and special needs request letter. We need a count of how many wheelchair accessible and reserved seating tickets your group requires. Seating is limited and will be given on a first come first serve basis so get your requests in early. **RSVP card and request letter must be returned, hand delivered, or postmarked, by Friday, August 26, 2016.**

Groups must meet all Special Needs Program Guidelines to receive an admission form. Please state in your request letter if your group plans to attend this special event.

Groups must be adequately supervised. Rides will be limited to those which are safe for special needs patrons. Chaperones are responsible for overseeing those patrons with diet restrictions.

Special Needs Day RSVP Card

(FOR SPECIAL NEEDS DAY ONLY– Wednesday, Sept. 14th)

Organization: _____

Contact Person: _____ Phone: _____

Address: _____

City: _____ State: _____ Zip: _____

Number of patrons attending: _____ Number of chaperones attending: _____

Will your group be attending the Special Needs Day circus performance? Yes No

(If yes, please fill out the two questions below)

Number of wheelchair accessible seating tickets needed: _____

Number of reserved seating tickets needed: _____

This RSVP card must be sent in with your Special Needs Request letter to be eligible to participate in this offer.

Special needs groups are not required to attend the Fair on this day. However, Wednesday, September 14, 2016 from 10:00 a.m. to 12:00 p.m. will be the only time that free carnival rides and snacks are provided.