



**Department of Agriculture**  
 Fair Administration  
 Ellington Agricultural Center  
 P. O. Box 40627  
 Nashville, TN 37204  
 (615) 837-5160

***SUMMARY OF ORGANIZATION and  
 ANNUAL FINANCIAL ACTIVITY  
 OF A FAIR RECEIVING STATE AID***

**Date of Filing:** \_\_\_\_\_  
**2021 Fair Dates:** \_\_\_\_\_

**INSTRUCTIONS:**

A fair or exposition must use this form to report financial activities. If you have not completed a full year of operation, you must submit a proposed budget for your first year of operation. This form is due by **November 1** of each year. Please **type or print** all items on this form that are applicable to your organization.

Gross revenue includes all monies received by your organization from all sources, before expenses are deducted.

**This form, including attachments, is a public record.**

Name of Organization: \_\_\_\_\_

Federal Employer Identification Number \_\_\_\_\_  
 Address of principal office \_\_\_\_\_

\_\_\_\_\_ city state zip county

If organization does not maintain an office, give the name and address of the person having custody of its financial records \_\_\_\_\_

Mailing address, if different from principal office: \_\_\_\_\_  
 Tel. Number \_\_\_\_\_ Fax Number \_\_\_\_\_  
 E-mail address \_\_\_\_\_

1. Describe the purpose of the organization: \_\_\_\_\_  
 \_\_\_\_\_

2.a. Legal entity of organization  Corporation  Partnership  Association  
 Other (specify) \_\_\_\_\_

2.b. When and where was legal entity organized? Date \_\_\_\_\_  
 City \_\_\_\_\_ State TN \_\_\_\_\_

2.c. Beginning and ending dates for fiscal year of organization \_\_\_\_\_

3. Please **attach** a copy of your charter, bylaws and/or other similar governing document.

4.a. Has organization received tax exemption from Internal Revenue Service?  Yes  No

4.b. Has your tax exempt status classification ever been revoked by the Internal Revenue Service?  
 Yes  No

If yes, attach copy of letter of revocation and a written summary of the basis of the revocation.

4.c. If you have applied for a tax exempt classification with the Internal Revenue Service, **but have not received final determination letter:**

(1) Attach copy of application.  Yes  N/A

(2) Attach copy of Internal Revenue Service letter acknowledging receipt of application  Yes

5. List names, addresses and phone numbers of all individuals responsible for custody, expenditure or distribution of receipts, contributions and other sources of income of the organization:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. **GROSS REVENUE:**

- a. Gross gate/ticket receipts \$ \_\_\_\_\_
- b. Special Events (events/entertainment not included in a. above) \$ \_\_\_\_\_
- c. Sponsorships (sponsors, catalog ads) \$ \_\_\_\_\_
- d. Rental of Grounds/Concession Income \$ \_\_\_\_\_
- e. Government grants/payments (State Aid, Merit, Grants) \$ \_\_\_\_\_
- f. Commercial exhibits \$ \_\_\_\_\_
- g. Other revenue \$ \_\_\_\_\_  
(Entry fees, i.e. livestock, participation fees, box seat sales,  
other event fees not included in b. above)

**Total Gross Revenue** \$ \_\_\_\_\_

7. **EXPENSES:**

- a. Program/Services (fair operation expenses, utilities, improvements, etc.) \$ \_\_\_\_\_
- b. Administrative (printing, personnel, security, etc.) \$ \_\_\_\_\_
- c. Premiums (premiums paid to exhibitors) \$ \_\_\_\_\_
- d. Other (advertising, giveaways, etc.) \$ \_\_\_\_\_

**Total Expenses** \$ \_\_\_\_\_

**Excess (deficit) of Revenue over Expenses** \$ \_\_\_\_\_

**SIGNATURE SECTION**

This document must be signed by two separate authorized officers in the presence of a Notary Public. Two signatures from the same individual cannot be accepted.

I/We certify that the information furnished in this application and all continuation sheets is true and correct to the best of my/our knowledge. Additionally, I/We understand that registration does not imply approval by the state of Tennessee and that any statement indicating otherwise is a violation of Tennessee law.

\_\_\_\_\_  
Signature of Authorized Officer      Date Signed

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

**NOTARY SEAL**

SWORN TO AND SUBSCRIBED BEFORE ME AT:

\_\_\_\_\_  
(County and State)

This \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Signature of Notary Public

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Officer      Date Signed

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

**NOTARY SEAL**

SWORN TO AND SUBSCRIBED BEFORE ME AT:

\_\_\_\_\_  
(County and State)

This \_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Signature of Notary Public

My Commission expires: \_\_\_\_\_