**Section 260.515 Declaration of Intention** **and Construction Plans/Specifications**

a) On or before December 31 of the year previous to participating in the Fair and Exposition Fund, the fair shall file with the Bureau, on forms furnished by the Bureau, a Declaration of Intention. Plans and specifications relating to construction projects, as applicable, should be submitted with the Declaration of Intention. A $25 fee will be deducted respectively each day the Declaration of Intention and/or any pertinent information relating to items claimed on the fair’s Declaration of Intention are late from the amount due the fair and exposition. The following information shall be submitted on and/or accompany the Declaration of Intention:

1) Information on the fair's organization;

2) Dates of the next year's fair (these dates should also be submitted to the Bureau by October 15 each year on a copy of the premium grand summary);

3) Location of the fair;

4) The amount of money requested from the Fair and Exposition Fund for the purposes listed in Section 20 of the Act;

5) Number of acres in the fairgrounds and whether they are owned or leased. If the fairgrounds are leased, the number of years remaining under the terms of the lease and date of expiration of the lease;

6) The names and addresses of the president, secretary and treasurer of the fair and exposition fair; and

7) A current copy of the lease of fairgrounds, unless it is owned.

b) The Declaration of Intention shall be signed by the president, secretary and treasurer of the fair.

(Source: Amended at 46 Ill. Reg. 17932, effective October 26, 2022)