Rules of  
Department of Agriculture  
Division 50—Fairs  
Chapter 6—Contracts for Goods and Services Needed by the Missouri State Fair

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Chapter 6—Contracts for Goods and Services Needed by the Missouri State Fair

2 CSR 50-6.010 Hiring Procedures for Personnel During the State Fair

PURPOSE: This rule provides for procedures for hiring personnel from the private sector for the two-week period of the Missouri State Fair and the way those services are outlined.

(1) Contracts with personnel during the two-week period are arranged through the office of the director of the Missouri State Fair.

(2) Applications and information on pay rates and types of services needed are available by contacting the director.

(3) Applications should be completed and turned in to the office of the director of the Missouri State Fair no later than thirty (30) days prior to the first day of the fair.


APPLICATION FOR PART-TIME OR TEMPORARY EMPLOYMENT

STATE OF MISSOURI
DEPARTMENT OF AGRICULTURE
P.O. BOX 630, 1616 MISSOURI BOULEVARD
JEFFERSON CITY, MISSOURI 65102

FOR OFFICE USE ONLY

□ NEW EMPLOYEE  □ REHIRE

DEPARTMENT   EFFECTIVE DATE

SALARY   INITIALS

DATE

NAME   SOCIAL SECURITY NUMBER

ADDRESS   CITY   STATE   ZIP

□ FULL-TIME   □ PART-TIME

SPECIFY DAYS AND HOURS IF PART-TIME

HAVE YOU EVER BEEN EMPLOYED BY THE STATE OF MISSOURI?   □ YES   □ NO

IF YES, LIST DATE(S) AND DEPARTMENT(S)

LIST NAME(S) OF RELATIVE(S) EMPLOYED BY THIS DEPARTMENT

HAVE YOU EVER BEEN CONVICTED OF A FELONY?   □ YES   □ NO

IF YES, EXPLAIN:

CHECK AREAS OF QUALIFICATIONS/EXPERIENCES:

☐ TYING SPEED   ☐ ELECTRICAL   ☐ BACKHOE

☐ CASHIER/TELLER   ☐ GRAPHICS   ☐ OTR TRUCK

☐ COMPUTER SKILLS   ☐ MECHANICAL   ☐ DUMP TRUCK

☐ SWITCHBOARD   ☐ PAINTING   ☐ WELDING

☐ FORKLIFT   ☐ BOBCAT   ☐ FLOOR CARE

☐ PLUMBING   ☐ HYLOADER   ☐ CHAUFFEURS LICENSE

☐ CARPENTRY   ☐ TRACTOR   ☐ GRAIN

FOR STATE FAIR USE ONLY

CHECK FIRST AND SECOND PREFERENCES OF WORK LOCATION

_____ PARKING   _____ JANITORIAL   _____ MAINTENANCE   _____ FOOD SERVICE

_____ GRANDSTAND   _____ SECURITY   _____ ADMISSIONS   _____ PUBLICITY

_____ CLERICAL   _____ OTHER:

EQUAL OPPORTUNITY EMPLOYER - MINORITY/FEMALE/DISABLED
## Work History

<table>
<thead>
<tr>
<th>List Below All Employers Beginning with the Most Recent</th>
<th>Time Employed</th>
<th>Nature of Work</th>
<th>Starting Salary</th>
<th>Reason for Leaving</th>
<th>Immediate Supervisor</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Company Name</td>
<td>From</td>
<td>To</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Address and Phone No. with Area Code</td>
<td>MO YR</td>
<td>MO YR</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>1.</td>
<td></td>
<td></td>
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<td>2.</td>
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<tr>
<td>3.</td>
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</tbody>
</table>

Indicate by number any of the above employers whom you do not wish us to contact.

### References

<table>
<thead>
<tr>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
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</tbody>
</table>

### Education

<table>
<thead>
<tr>
<th>Type of School</th>
<th>Name and Address of School</th>
<th>Course Majored In</th>
<th>Circle Last Year Completed</th>
<th>Graduate? Give Degree</th>
<th>Last Year Attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elementary</td>
<td></td>
<td></td>
<td>5 6 7 8</td>
<td>YES</td>
<td></td>
</tr>
<tr>
<td>High School</td>
<td></td>
<td></td>
<td>1 2 3 4</td>
<td>YES</td>
<td></td>
</tr>
<tr>
<td>College</td>
<td></td>
<td></td>
<td>1 2 3 4</td>
<td>NO</td>
<td></td>
</tr>
<tr>
<td>Graduate School</td>
<td></td>
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<td></td>
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<tr>
<td>Business or Trade School</td>
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</tr>
<tr>
<td>Correspondence or Night School</td>
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</table>

Have you ever been discharged or forced to resign for misconduct or unsatisfactory service from any job?  

If the answer is "yes", give the name of employer, date, and reason in each case.

### Certification

I hereby certify that this application contains no willful misrepresentation or falsifications and that the information given by me is true and complete to the best of my knowledge and belief. I am aware that should investigation at any time disclose any such misrepresentation or falsification as to a material fact, my application will be rejected and my employment will be terminated. You are hereby authorized to make any investigations regarding personal history.

Signature: ____________________________  
Date: ____________________________
FOR YOUR OWN PROTECTION DURING AN EMERGENCY SITUATION, YOUR SUPERVISOR SHOULD BE INFORMED OF CERTAIN MEDICAL FACTS.

NAME OF EMPLOYEE

IN CASE OF EMERGENCY NOTIFY:

<table>
<thead>
<tr>
<th>NAME</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS</td>
<td></td>
</tr>
<tr>
<td>HOME PHONE NUMBER</td>
<td>WORK PHONE NO.</td>
</tr>
</tbody>
</table>

SHOULD WE BE UNABLE TO CONTACT THE FIRST CHOICE PLEASE LIST A SECOND CHOICE.

<table>
<thead>
<tr>
<th>NAME</th>
<th></th>
</tr>
</thead>
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<td>HOME PHONE NUMBER</td>
<td>WORK PHONE NUMBER</td>
</tr>
</tbody>
</table>

NAME OF PERSONAL PHYSICIAN

PERSONAL PHYSICIAN'S PHONE NUMBER

LOCAL HOSPITAL PREFERENCE

MEDICATIONS THAT SHOULD NOT BE ADMINISTERED TO YOU

MEDICINES YOU ARE NOW TAKING FOR A LONG TERM CONDITION SUCH AS HEART TROUBLE, HIGH BLOOD PRESSURE OR DIABETES WHICH SHOULD BE MADE KNOWN TO EMERGENCY PERSONNEL

I AGREE TO HAVE THE ABOVE INFORMATION USED IN CASE OF AN EMERGENCY.

SIGNED

DATE

MO 350-0470 (1-89)
Chapter 6—Contracts for Goods and Services Needed by the Missouri State Fair

2 CSR 50-6.020 Contracts for Professional Services

PURPOSE: This rule provides procedures where the director of the Missouri State Fair contracts for professional services needed for the conduct of the fair.

(1) The Missouri State Fair makes written yearly agreements with individuals to obtain top quality professional assistance for various fair activities.

(2) Professionals working under contract with the state fair supervise shows and contests in fulfillment of job descriptions designed by the director.

(3) Payment for services is made upon completion of responsibilities and forwarding of a detailed written report to the director.

(4) Contracts for professional services are made well in advance of the Missouri State Fair. Those interested in applying should contact the director no fewer than one hundred eighty (180) days prior to the first day of the fair.


2 CSR 50-6.040 Contracts to Provide Entertainment at the State Fair

PURPOSE: This rule provides for the director of the Missouri State Fair to arrange for various forms of entertainment and informational exhibits for the fair.

(1) The director will arrange for services from various individuals and groups to meet the entertainment and educational needs of fair visitors.

(2) In order to meet expected demand and stay within budgetary constraints, the director will exercise discretion in making the final selection of those who will provide this service.


2 CSR 50-6.030 Solicitation of Sponsors for the State Fair

PURPOSE: This rule describes the authority that the director of the Missouri State Fair has to solicit and negotiate sponsorships for the good of the fair.

(1) The office of the director of the Missouri State Fair has authority to contact potential sponsors and solicit sponsorships to help defray costs of the fair. Sponsors wishing to purchase the privilege of a sponsorship should contact the director for details of sponsorship benefits and procedures where the director of the Missouri State Fair supervises shows and contests in fulfillment of job descriptions designed by the director.
