Thank you for your interest in exhibiting at the Common Ground Country Fair.

We have integrated our Fair applications with our upgraded database. As a result, the application will look different this year.

All exhibitors must apply each year in order to be considered. This navigation guide is aimed to help you through the application process. If you have questions after consulting this guide, please contact Anna in the Fair Office at aswanson@mofga.org or 207-568-4142.

Let’s begin...

Click the link provided in the email announcement, bulletin, or on the area’s webpage. A screen like this will open in a new tab in your web browser. The web browser tab will be titled “Maine Organic Farmers...”

---This in the introduction page, please read all the information provided.
When you reach the bottom on the introduction page, you need to enter how many booths you are applying for and how you would like to pay your $10 application fee.

This reveals the area application. (I selected to pay by check). The beginning looks like this...

Note: The image above shows where you enter your general contact information. This is the contact info we will use to communicate with you about your booth application. Next is the Publishing info section, this is the information we will give the public and publish in our Participants List.

Please fill out all questions. Any question with a * is required.
As you progress through the application, there will be an information box instructing you to download a food ingredient form if you would like to sell food at the Fair. Email your completed food ingredient form to aswanson@mofga.org

After filling out all the appropriate questions, you will see Next at the bottom of the webpage.

Note: If you missed any required questions with a * it will bring you to the top of the application and ask you to fill in all the required fields/questions. If this happens, find the blank field/question, fill it out, scroll down to the bottom on the page and click Next again.

This will bring you to the payment page. If you elected to pay online, the top of the page will look like this:
Even if you selected to send a check, you still need to complete this page. The contact information should ‘auto fill’, please double check and make sure it is accurate.

Personal Information
Title: [Input field]  Country: [United States]
First name: [Test]  Address: [PO Box 170]

Check and update as needed. Scroll to bottom of page. Click **Complete**. It will take a few seconds to be entered into the system. Please do not refresh the page.

Registration Information
To register with our organization, please select the checkbox and enter a password. After you register, you are eligible for any perks that we offer to users. When you sign in, the site prepopulates forms with your information.

- [ ] Register for site

You must click Complete, otherwise the application will not be in our system.

If you elected to pay by check, please mail the check to MOFGA.

If you elected to pay by credit card, you will be brought to the shopping cart page.

Fill in the needed information and click Complete Payment. It will take a few seconds to be entered into the system. Please do not refresh page.

The final landing page will load and thank you for your payment. You have completed the application! Thank you for applying to the 2019 Common Ground Country Fair.