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**Rules of  
Department of Agriculture  
Division 50—Fairs**

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

<b>Title</b>	<b>Page</b>
<b>2 CSR 50-6.010</b> Hiring Procedures for Personnel During the State Fair .....	3
<b>2 CSR 50-6.020</b> Contracts for Professional Services .....	7
<b>2 CSR 50-6.030</b> Solicitation of Sponsors for the State Fair .....	7
<b>2 CSR 50-6.040</b> Contracts to Provide Entertainment at the State Fair .....	7

Title 2—DEPARTMENT OF  
AGRICULTURE

## Division 50—Fairs

Chapter 6—Contracts for Goods and  
Services Needed by the  
Missouri State Fair2 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 (2)-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.

*Auth: Chapter 262 and section 262.270, RSMo (Supp. 1987). \* Original rule filed April 2, 1992, effective Jan. 15, 1993.*

*\*Original authority: 262.010, RSMo (1939); 262.020, RSMo (1939), amended 1949; 262.030—262.250, RSMo (1939); 262.260, RSMo (1939), amended 1947, 1967, 1977, 1983, 1986; 262.262, RSMo (1979); 262.265, RSMo (1986); 262.270, RSMo (1939), amended 1949, 1967, 1986, 1987; 262.280, RSMo (1939); 262.290, RSMo (1939), amended 1988, 1990; 262.300—262.350, RSMo (1939); 262.360, RSMo (1939); 262.370—262.440, RSMo (1939); 262.450, RSMo (1939), amended 1947; 262.460, RSMo (1939), amended 1947, 1957, 1963, 1973, 1980; 262.465—262.470, RSMo (1973); 262.480—262.490, RSMo (1939), amended 1947; 262.500, RSMo (1939), amended 1943, 1955; 262.510, RSMo (1939), amended 1955; 262.520—262.530, RSMo (1939); 262.550—262.620, RSMo (1961); 262.630—262.660, RSMo (1939).*



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

**APPLICATION FOR PART-TIME OR  
TEMPORARY EMPLOYMENT**

FOR OFFICE USE ONLY	
<input type="checkbox"/> NEW EMPLOYEE <input type="checkbox"/> REHIRE	
DEPARTMENT	EFFECTIVE DATE
SALARY	INITIALS

NAME		DATE	
ADDRESS		CITY	STATE
TELEPHONE NUMBER - HOME (    )		TELEPHONE NUMBER - WORK (    )	OTHER MEANS OF CONTACT
TYPE OF POSITION: <input type="checkbox"/> FULL-TIME <input type="checkbox"/> PART-TIME		SPECIFY DAYS AND HOURS IF PART-TIME	
HAVE YOU EVER BEEN EMPLOYED BY THE STATE OF MISSOURI?		<input type="checkbox"/> YES <input type="checkbox"/> 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?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
IF SO, EXPLAIN:			
CHECK AREAS OF QUALIFICATIONS/EXPERIENCES:			
<input type="checkbox"/> TYPING SPEED _____	<input type="checkbox"/> ELECTRICAL	<input type="checkbox"/> BACKHOE	
<input type="checkbox"/> CASHIER/TELLER	<input type="checkbox"/> GRAPHICS	<input type="checkbox"/> OTR TRUCK	
<input type="checkbox"/> COMPUTER SKILLS	<input type="checkbox"/> MECHANICAL	<input type="checkbox"/> DUMP TRUCK	
<input type="checkbox"/> SWITCHBOARD	<input type="checkbox"/> PAINTING	<input type="checkbox"/> WELDING	
<input type="checkbox"/> FORKLIFT	<input type="checkbox"/> BOBCAT	<input type="checkbox"/> FLOOR CARE	
<input type="checkbox"/> PLUMBING	<input type="checkbox"/> HYLOADER	<input type="checkbox"/> CHAUFFEURS LICENSE	
<input type="checkbox"/> CARPENTRY	<input type="checkbox"/> TRACTOR	<input type="checkbox"/> GRAIN	
<b>FOR STATE FAIR USE ONLY</b>			
CHECK FIRST AND SECOND PREFERENCES OF WORK LOCATION			
_____ PARKING	_____ JANITORIAL	_____ MAINTENANCE	_____ FOOD SERVICE
_____ GRANDSTAND	_____ SECURITY	_____ ADMISSIONS	_____ PUBLICITY
_____ CLERICAL	_____ OTHER: _____		



WORK HISTORY										
LIST BELOW ALL EMPLOYERS BEGINNING WITH THE MOST RECENT	TIME EMPLOYED			NATURE OF WORK	STARTING SALARY	SALARY AT LEAVING	REASON FOR LEAVING	IMMEDIATE SUPERVISOR	PHONE NUMBER	
	FROM	TO								
A. COMPANY NAME	MO	YR	MO	YR						
B. ADDRESS AND PHONE NO. WITH AREA CODE										
1. A									( )	
B									( )	
2. A									( )	
B									( )	
3. A									( )	
B									( )	
Indicate by number any of the above employers whom you do not wish us to contact										
REFERENCES										
ADDRESS										
PHONE NUMBER										
EDUCATION										
TYPE OF SCHOOL	NAME AND ADDRESS OF SCHOOL	COURSE MAJORED IN	CIRCLE LAST YEAR COMPLETED	GRADUATE? GIVE DEGREE	LAST YEAR ATTENDED					
Elementary			5 6 7 8	<input type="checkbox"/> YES <input type="checkbox"/> NO						
High School			1 2 3 4	<input type="checkbox"/> YES <input type="checkbox"/> NO						
College			1 2 3 4							
Graduate School			1 2 3 4							
Business or Trade School			1 2 3 4							
Corresp. or Night School			1 2 3 4							
HAVE YOU EVER BEEN DISCHARGED OR FORCED TO RESIGN FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY JOB? <input type="checkbox"/> YES <input type="checkbox"/> NO										
IF THE ANSWER IS "YES", GIVE THE NAME OF EMPLOYER, DATE, AND REASON IN EACH CASE.										
<b>CERTIFICATION:</b> 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/MY EMPLOYMENT WILL BE TERMINATED. YOU ARE HEREBY AUTHORIZED TO MAKE ANY INVESTIGATIONS REGARDING PERSONAL HISTORY.										
SIGNATURE					DATE					



STATE OF MISSOURI  
DEPARTMENT OF AGRICULTURE  
**EMERGENCY DATA**

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:**

NAME

ADDRESS

HOME PHONE NUMBER

WORK PHONE NO.

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

NAME

ADDRESS

HOME PHONE NUMBER

WORK PHONE NUMBER

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

**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 in September.

*Auth: Chapter 262 and section 262.270, RSMo (Supp. 1987). \* Original rule filed April 2, 1992, effective Jan. 15, 1993.*

*\*Original authority: 262.010, RSMo (1939); 262.020, RSMo (1939), amended 1949; 262.030—262.250, RSMo (1939); 262.260, RSMo (1939), amended 1947, 1967, 1977, 1983, 1986; 262.262, RSMo (1979); 262.265, RSMo (1986); 262.270, RSMo (1939), amended 1949, 1967, 1986, 1987; 262.280, RSMo (1939); 262.290, RSMo (1939), amended 1988, 1990; 262.300—262.350, RSMo (1939); 262.360, RSMo (1939); 262.370—262.440, RSMo (1939); 262.450, RSMo (1939), amended 1947; 262.460, RSMo (1939), amended 1947, 1957, 1963, 1973, 1980; 262.465—262.470, RSMo (1973); 262.480—262.490, RSMo (1939), amended 1947; 262.500, RSMo (1939), amended 1943, 1955; 262.510, RSMo (1939), amended 1955; 262.520—262.530, RSMo (1939); 262.550—262.620, RSMo (1961); 262.630—262.660, RSMo (1939).*

**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 no fewer than one hundred eighty (180) days prior to the first day of the fair.

*Auth: Chapter 262 and section 262.270, RSMo (Supp. 1987). \* Original rule filed April 2, 1992, effective Jan. 15, 1993.*

*\*Original authority: 262.010, RSMo (1939); 262.020, RSMo (1939), amended 1949; 262.030—262.250, RSMo (1939); 262.260, RSMo (1939), amended 1947, 1967, 1977, 1983, 1986; 262.262, RSMo (1979); 262.265, RSMo (1986); 262.270, RSMo (1939), amended 1949, 1967, 1986, 1987; 262.280, RSMo (1939); 262.290, RSMo (1939), amended 1988, 1990; 262.300—262.350, RSMo (1939); 262.360, RSMo (1939); 262.370—262.440, RSMo (1939); 262.450, RSMo (1939), amended 1947; 262.460, RSMo (1939), amended 1947, 1957, 1963, 1973, 1980; 262.465—262.470, RSMo (1973); 262.480—262.490, RSMo (1939), amended 1947; 262.500, RSMo (1939), amended 1943, 1955; 262.510, RSMo (1939), amended 1955; 262.520—262.530, RSMo (1939); 262.550—262.620, RSMo (1961); 262.630—262.660, RSMo (1939).*

**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.

*Auth: Chapter 262 and section 262.270, RSMo (Supp. 1987). \* Original rule filed April 2, 1992, effective Jan. 15, 1993.*

*\*Original authority: 262.010, RSMo (1939); 262.020, RSMo (1939), amended 1949; 262.030—262.250, RSMo (1939); 262.260, RSMo (1939), amended 1947, 1967, 1977, 1983, 1986; 262.262, RSMo (1979); 262.265, RSMo (1986); 262.270, RSMo (1939), amended 1949, 1967, 1986, 1987; 262.280, RSMo (1939); 262.290, RSMo (1939), amended 1988, 1990; 262.300—262.350, RSMo (1939); 262.360, RSMo (1939); 262.370—262.440, RSMo (1939); 262.450, RSMo (1939), amended 1947; 262.460, RSMo (1939), amended 1947, 1957, 1963, 1973, 1980; 262.465—262.470, RSMo (1973); 262.480—262.490, RSMo (1939), amended 1947; 262.500, RSMo (1939), amended 1943, 1955; 262.510, RSMo (1939), amended 1955; 262.520—262.530, RSMo (1939);*

*262.550—262.620, RSMo (1961); 262.630—262.660, RSMo (1939).*