

OKLAHOMA STATE FAIR, INC.

2018 Special Admissions Program Guidelines

The Oklahoma State Fair (OSF) special admission program is designed to provide a means for groups who have special social, economic or physical needs to attend OSF. The program allows vehicles of the special needs groups to pull up to a convenient, accessible Gate to unload/load passengers. Examples of groups: Nursing homes, retirement centers, special needs homes. OSF does not contact special admissions groups that attended previously through the special admissions program to have them complete the current year's application.

The [website](#) is updated each year for open enrollment into the special admissions program. It is the responsibility of each organization to check our website each year and complete the application by the deadline. For 2018, the application will be available Monday, July 16 thru Wednesday, August 10, 2018. All deadlines are firm.

A completed special admissions application does not guarantee entrance into the special admissions program. Availability into the program is limited and groups will receive priority in the following order: veterans groups, application date, size of group and availability of OSF date choices. Incomplete applications will not be accepted. Applications may not be saved and accessed later. Please only complete the application one time per group. If the organization you are with has multiple groups interested in arriving at different dates and times, you will need to complete one (1) form per group.

If the special admissions program becomes full, groups will be required to alternate years they participate in the program. Advance notice of the special admissions program implementing that process will not be possible. Entrance into the special admissions program in previous years does not guarantee acceptance in future years.

Once your application is received, you will receive a response email with more information regarding your application. Please set your email preferences to allow emails from no-reply@wufoo.com.

It is the responsibility of each chaperone/group leader to assure its participants follow the rules below and the rules of OSF. It is the responsibility of each chaperone/group leader to ensure the safety of its participants. Groups breaking the rules of the special admissions program will be ineligible for consideration into the program in future years.

To complete the application, you will need the following:

- For Businesses:
 - A letter signed by your director/person in charge of your group on the actual date of OSF, on company letterhead, requesting admission into the program.
- For Non-Profits:
 - A copy of your organization's 501(c)(3)
 - A letter signed by your director, on company letterhead, requesting admission into the program.

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Chaperone Policy

- Groups may have one (1) adult chaperone (18 or older) per patient/resident. No exceptions. Chaperones in the special admissions program will be allowed to enter free of charge but must be included in the headcount when completing the application and included in the head count when you arrive at the gate on the group's designated day.

Groups

- OSF cannot accept groups smaller than 15 into the special admissions program.
- All group members must arrive at the same time and be counted through the gate entrance as a group, no exceptions. **Vans and buses cannot drop off one part of the group and return to the pickup site to transport the rest of the group. There is no area for groups to wait for more than 15 minutes.**

Vehicles

- Your group must arrive in as few vehicles as possible, and you may only arrive with the pre-approved number of vehicles. Vans and buses are the preferred means of transportation to efficiently unload at the designated entrance; therefore, OSF must limit each special admissions group to no more than three (3) cars per group.

Additional Information

- Children accompanying nursing homes or retirement centers will need to purchase a full price outside gate admission ticket to enter OSF.
- **NO OUTSIDE FOOD OR DRINKS** are allowed into OSF from outside sources. We do not allow ice chests or backpacks containing food or drinks, unless medically necessary or pre-approved by OSF in writing, in advance.
- Please be sure your participants are aware of the correct gate to meet your group and a time to meet to return to vehicles.
- Please be sure each member of your group has a contact name and phone number on their person in case of emergency.