

## **Information for club members who will be manning the NCARC booth at the county fair.**

(1) a list of what to set up in the morning and what to put away after the end of the evening shift and (2) a general guide for things to do while manning the club booth. (3) a map of the Fairgrounds showing the location of the club booth (4) picture showing a typical setup of the NCARC booth.

If you have one, please bring a camp chair or even a lightweight folding patio chair. There will only be a couple of chairs with the club set up stuff and extra chairs are usually needed.

I will bring a small U-Haul cargo trailer loaded with our stuff at our site on Tuesday and will have the pop-ups out and set up. The day after the Fair (Monday), I'll be back out to pack things up and take the trailer back to U-Haul.

I will probably not be out at the fair except as mentioned above (set up and take down). If something comes up which you need help with, you can try to give me a call. Home: 530-478-1403 and Cell: 530-559-2893. General administrative fair support is available at the front office (ask for Amy) or from the various staff personnel who are constantly walking through the fairgrounds.

I hope you enjoy your shift at the fair. There are usually many people stopping by who are interested in ham radio and the NCARC. There are also many people who stop by just to mention a relative who used to be a ham and their memories of that person "talking around the world".

Walt, N6HNS

## **Early Shift**

Open Trailer (combination to the lock is: 285). Put lock back on latch to trailer door

Take out tables and chairs – use one table for hand-outs and the other for radio.

Take out clear plastic holders & handouts and set on table.

Put out available old QST magazines and W6DD “QSL” type info cards.

Put “Visiting Ham” and “Interested in Ham Radio” sign-up sheets (on clip boards) on table and mark beginning of day (e.g. Wednesday) on sheet to show entries on sheets for that day.

Set-up Alinco mobile radio and Astron power supply on table closest to trailer. Hook up coax and power cord. At some time around start of fair go ahead and make announcement over repeater that you are out at the Fairgrounds.

## **Late Shift**

Turn on lights clamped to top of Pop-up frames when it gets a bit dark.

At close up time, put all material from tables back in trailer.

Disconnect coax and power from radio and power supply and put them in trailer.

Put tables in trailer (leave legs extended).

Put chairs in trailer.

Lock trailer.

Turn out lights.

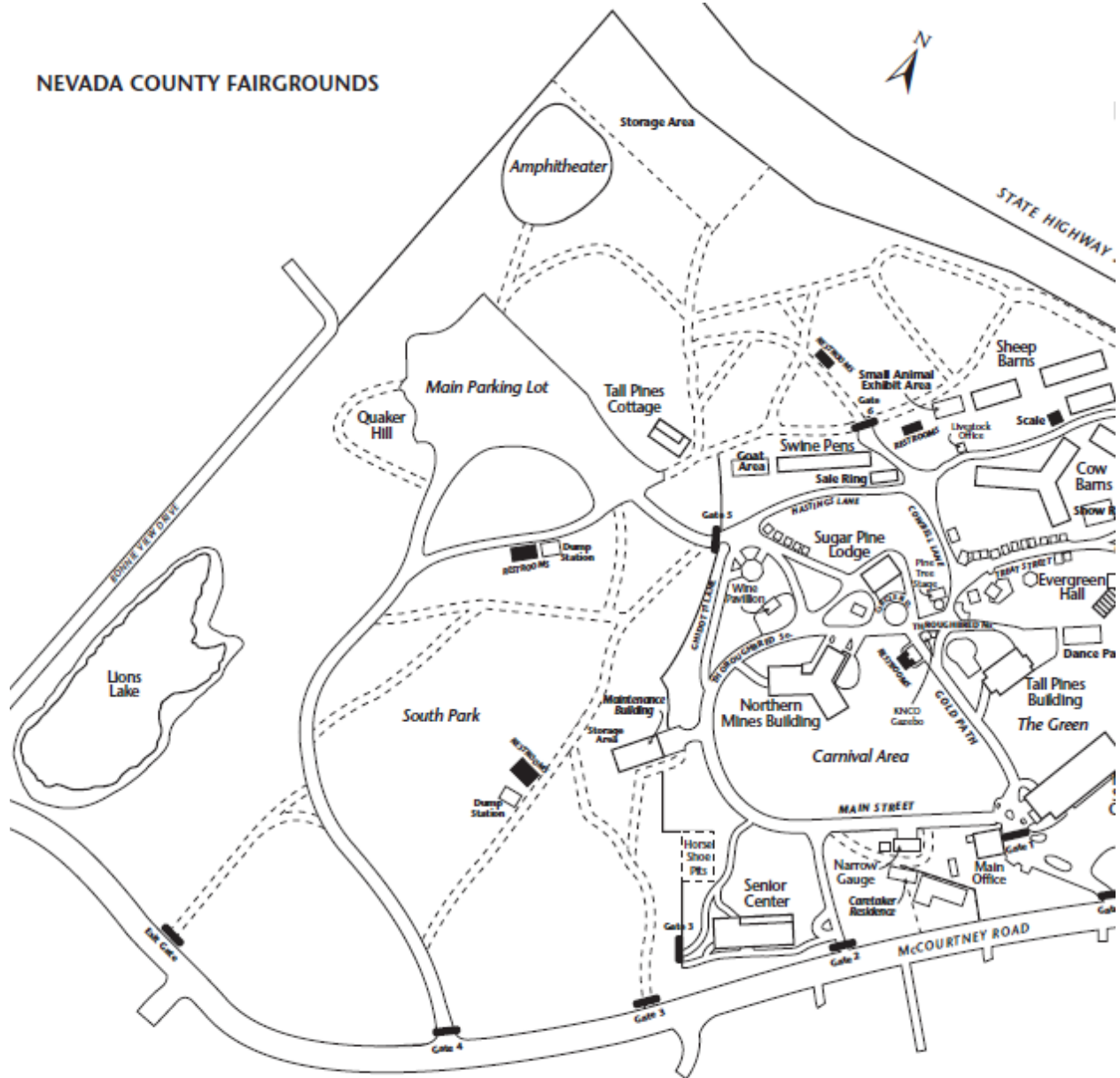
## **NCARC – Nevada County Fair**

1. The primary radio link for the Fair will be the 147.285 repeater. This will be the normal radio communications link for anyone checking on things at the Fair, or if someone needs to communicate with people manning the booth – for instance if someone is running late.
2. There is Wi-Fi available but to use it you'll need this year's password which is:

### **4vendor2017**

3. There will be a binder with a copy of the manning roster available, so you can see who is coming to cover the next shift. The binder will also have some general info.
4. The main purpose for us being at the fair is to showcase ham radio in general and the NCARC in particular. We have sign-in sheets for visiting hams and also a sheet for anyone interested in becoming a ham or learning more about ham radio.
5. Another reason for the NCARC being at the Fair is to provide some emergency communications if needed. This is why the Fair lets us have the prime location we have and doesn't charge us for it. So, please bring a HT, if you have one, and have it charged and setup to reach local repeaters. The Fair staff knows where we are and if they need us, they will be coming by in person. We'll have a mobile rig setup, but in an emergency there may not be AC power for its power supply, so an HT would be essential.

6. Besides the sign-in sheets we have brochures available for free and there might be a pile of old QST magazines for people to look at or to take. We also have club "QSL" cards which have contact information for the NCARC.
7. Feel free to take turns looking around the fair or getting some snacks/meals, but we need to have least one person at the booth if any equipment is out and to answer questions.
8. The last shift each day needs to disconnect the equipment and place it back in the trailer and lock things up. NOTE: we leave out the pop-ups.
9. In general, things can be mostly quiet but there are times when several people stop by and at the same time, and it can be challenging to answer all the questions. If nothing else try to get them to take some brochures and the club QSL card (with the club web-site address) and maybe sign-in to get more info.
10. There is a cooler in the trailer with ice and bottled water -- feel free to partake in the refreshments. As the ice melts, you can either purchase ice from the Fair (they drive around in a small utility vehicle) or check with Cal McKitrick (at Kiwanis booth on Treat St.) who has access to an ice machine.



Typical setup for NCARC booth at the Fair

