



Where Tradition Meets Innovation

We are thrilled to inform you we have opened vendor registration for the 2020 San Mateo County Fair!

Moving forward we will be using eventhub.net for our registration and communication platform. This will make signing up for our events easier and keeps all your information stored in one place! Don't worry - **creating an account on Event Hub is completely free.**

To register for our event this year, follow these steps:

• **Click this link** to go to our Showcase Page on Event Hub: <https://eventhub.net/events/San-Mateo-County-Fair-1777>

• **Add the booth type you want to your cart** from the Opportunities Box and click Proceed to Checkout

• You will be prompted to **create an account**. Then, you can continue through checkout.

• **Submit your order!** Note: **Your payment will not be processed until after we approve your order. This is not a contract, nor a guarantee for space.**

• Click this link for a tutorial to help you through submitting your order: <https://help.eventhub.net/hc/en-us/articles/360022195374-How-to-Find-an-Event-in-Our-Marketplace-and-Submit-an-Application>

Once your order is approved, you can send us paperwork, access your invoice, send us messages, and view your logistics info/booth assignment all from your Order Summary. This tutorial will show you the possibilities: <https://help.eventhub.net/hc/en-us/articles/360022197154-Manage-Your-Orders>

If you get stuck or have questions, don't panic! The Customer Success Team at Event Hub is available to you to answer your questions and help you get started on their platform. If you need help, don't hesitate to reach out to them at help@eventhub.net.