

Trego County Free Fair Exhibitor/Vendor Agreement

This agreement made _____, 2024, by and between the Trego County Fair Board, 13th and Russell Ave, WaKeeney, Ks 67672.

And _____

(Hereinafter Exhibitor) is for the purpose of leasing a space for a commercial exhibit or Exterior Space during the Trego County Fair; July 9- July 13, 2024.

All 10' by10' interior booth spaces and all exterior booth spaces rent for a flat rate of \$40. (Non-Profit Informational booths will have no charge.) The Trego County Fair agrees to organize and conduct the commercial exhibits in such a manner as to interest and attract the maximum number of people. The building will be locked from 10 A.M.-5 P.M. Daily. **Tables and Chairs are provided.**

INFORMATION AND RULES

1. All displays must be setup no later than 3p.m. on Wednesday, July 10, 2024 (and as Early as 5 p.m. on Tuesday, July 9, 2024) this includes outside vendors and commercial building vendors. All Booths in Commercial building must be removed and down by 11:00 p.m. Friday, July 12, 2024, a 100.00 fine for any booth left after 11 pm will be charged to any exhibitor that has not complied with this time slot. Exhibitor shall be solely responsible of its operations on the leased premises. Neither the Trego County Fair Board, nor its representatives, or employees, agents or property, shall be responsible to Exhibitor for loss by fire, theft, damage, delay, mechanical failure, labor trouble or any cause whatsoever, while its property, is in transit, at the fairgrounds during operation, or while being moved into or out of the fairgrounds. Exhibitor agrees to indemnify and hold harmless Trego County Fair Board of any liability that may arise out of bodily injuries or property damage, including property of the Trego County Fair Board, resulting from the use of the premises by Exhibitor.
2. Vendors with trailers must attend the entire fair, including all the dates of July 9-13, 2024 and trailers will not be permitted to leave during those dates unless otherwise permitted buy an executive vote of the Trego County Fair Board or for the purposes of safety, Mother Nature, or Emergencies.)
3. All food Exhibitors are required to accompany a copy of their certificate of liability insurance with this agreement.
4. Each Exhibitor agrees to merchandise their own booth in a manner conforming to the specifications as outline in the commercial exhibit rules. **Interior exhibit will be displayed 5 p.m. to 10p.m. Wednesday, Thursday and Friday.** Booths are to remain clean, posters and/or menus are to be in clear view. **Exhibitors shall provide the Trego County Fair Board a copy of its menu items, with this contract, we do not guarantee exclusivity to any of your menu items.**

Trego County Free Fair Exhibitor/Vendor Agreement Contract

This will be a fair marketing experience for all vendors alike. If a specific **SPECIALTY** item is granted exclusivity to be sold, it can be done by the Director of Vendors only and will be awarded on a first come basis, (you must have your signed contract, paid in full, and approved by the Director of Vendors. All Other Fair Board members will direct you towards the Director of Vendors for any Concerns, questions or information otherwise needed. The Board will then meet to discuss and make any changes or grant exclusivity.

5. All use of any type of noise-making equipment, flashing lights, or food items used in booths must be approved in advance by the Director of Vendors.

6. For security reasons, no one other than interior exhibitors, fair board members, or workers accompanied by a fair board member, will be admitted into the commercial building before 5p.m. or after 10p.m. or at the close of exhibit/commercial building.

7. Any and All Vendors that require separate Camping with water and electricity will be charged an additional **\$15.00** per day for utilities if available.

8. All exterior vendors will be parked in a designated area, specifically designed for the midway. **(You must check in with the director of vendors, you will then be guided to your place of residency. You will be placed in the designated food court.** Again out of pure respect and fairness to all vendors selling items or sharing information to fair goers at the Trego County Fair, the board has made changes as to provide a fair marketing experience for all vendors alike.)

9. All interior vendors requiring more than a 10' by 10' space will be required to rent an additional 10' by 10' booth space. There will be an additional \$40 charge for that space. The Booth Space you are given will be measured and set in a designated area. If you have any concerns about your booth space, size, or location please contact or find the Director of Vendors to accommodate and issues. **(DO NOT MOVE TABLES AND OR SET UPS AROUND!!! This can result in the termination of this contract and the loss of your booth space. We will accommodate and fix all of your issues in a timely and appropriate manner.)**

10. The Trego County Fair Board reserves the right to cancel this agreement at any time, including before and/or during the fair. All booth spaces must be paid for in advance at the time of signing the contract agreement. No refunds will be issued.

Exhibitor/Vendor Name: _____

Emergency or Contact Phone #: _____

Address: _____
City, State, Zip: _____
Dates Attending: _____ Product(s) to show: _____
Exterior or Interior Exhibit: _____
Size/Length of Trailer in Ft: _____
Amount of Space Required/Exterior: _____
Electricity Required: Yes _____ No _____
(Please specify if you are needing more than a standard outlet.)

X _____
Authorized by Vendor or Representative
Date Signed: _____

PLEASE SIGN AND RETURN WITH PAYMENT TO THE DIRECTOR OF VENDORS: Pat Dinkel, 415 Summit, WaKeeney, KS. 67672, ON OR BEFORE JUNE 10, 2024 TO RESERVE YOUR BOOTH, OR EXTERIOR SPACE. FOR MORE INFO CALL 785-743-6623. PLEASE DO NOT SEND CASH, CHECK OR MONEY ORDER ONLY. THANK YOU. (Please make a copy for your records.) You may also email your copy to patdinkel@yahoo.com

X _____

Conformation of Fair Board Member

Date Received: _____

Date Payment Received in Full: _____