

# 2018 Indoor Vendor Application/ Contract

Fair Dates : July 31- August 4



**Please Print**

Business Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Description of business you intend to promote at the fair: \_\_\_\_\_

\_\_\_\_\_

Electric hook up: \_\_\_\_\_ YES \_\_\_\_\_ NO Pay by: **CASH** **CHECK** **CREDIT CARD**

**Indoor Vendor Rates:** Please mark the days you plan to exhibit:

Tuesday \_\_\_\_\_ \$52      Wednesday \_\_\_\_\_ \$52      Thursday \_\_\_\_\_ \$52

Friday \_\_\_\_\_ \$52      Saturday \_\_\_\_\_ \$52      All week \_\_\_\_\_ \$156

Food Vendor **INSIDE ONLY** (Selling 5 items or more) \_\_\_\_\_ \$520 (selling 4 items or less) \_\_\_\_\_

\$260

**Indoor Home Improvement Vendor:** 10x10 space all week \_\_\_\_\_ \$156

(If more space is required, a charge will be added)

Upon acceptance to the Monongalia County Fair, I agree to exhibit on the days designated above beginning to end (Tuesday-Saturday or noted above). **Space is assigned on a first come first PAID basis. If you pay by credit card, we will send you an invoice by email.** If you pay by cash or check, drop off or send in to the Mon County Fairs address below.

Each vendor will receive 2 GATE passes for each day of the fair that you have paid for. This is only entry into fair, if you want to ride any rides you will have to pay \$10.00 each. Fees are not refundable after July 2, 2018.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

- Entry fee for 10 ft by 10 ft space **inside** Hazel Ruby Building (air conditioned). \$52 per day or \$156 for week
- Entry fee for Home Improvement Vendor **inside** Hazel Ruby Building \$156.00.

- Entry fee for 10 ft by 10 ft Food Vendor **inside** Hazel Ruby Building \$520.00. (selling 5 items or more)
- Entry fee for 10 ft by 10 ft Food Vendor **inside** Hazel Ruby Building \$260.00. (selling 4 items or less)

If you exhibit one day or more – you must set up your booth prior to the fair opening that day, so you can get there at 3pm to set up your booth, you must make arrangements with Fair on set up time. Fair opens at 5pm daily, except Saturday 12-4 you can set up early for that day and open all day till we close at 11pm. If you do not want to come early on Saturday then you must be set up by 3pm. Any large trucks that need to unload inside need to make arrangements with Indoor vendor contact before entering building. No passing out of any information outside of your booth which is your designated area for advertising a campaign or business.

All Food/ Commercial Vendors should have a current licenses and permits required for the sale of their product. Also disposal of food- there will be proper disposal at the fair to dispose of after fair week. If left on grounds without proper disposal a Fine will be assessed to the food vendor. (Signing this form shows you will abide by the rules set in place)  
Vendors must provide the Mon. county Fair with a certificate of Liability insurance listing the Monongalia County Fair Assoc. Inc. as additional insured once we have accepted you as a vendor. Most utilities will be provided to commercial vendors at no additional cost as long as all required needs are specified on the original application. The Vendor MUST provide connection equipment. If paying by credit card, the fair will send you an invoice by email. If you pay by cash or check, drop off or send in to the extension office, address below. Alcohol is strictly prohibited within Mylan Park.

### **General Rules and Regulations**

The Exhibitor agrees to indemnify, hold harmless and defend the sponsor(s), management or agents of the Monongalia County Fair Board and the Monongalia County Fair, collectively or individually for any loss or injury, that may arise or occur, by or to the independent contractor, his employees or agents, his property, or merchandise, from any causes of negligence, natural or otherwise, during or while conducting any business or any other related activities by himself or his agents, in connection with this contract or any other agreement or contract as authorized by the bylaws and or charter the Monongalia County Fair Board.

Sale, possession, or use of any intoxicating substance or beverage is strictly prohibited. Violators will be removed from the premises and subject to prosecution.

Sale, possession, or display of firearms and/or ammunition, any type of fireworks, or any other items which may cause bodily injury or loss is strictly prohibited. Violators will be removed from the fair grounds.

Sale, possession, or display of materials that are pornographic, sexually explicit, graphically offensive or insensitive to young children, is strictly prohibited. Violators will be removed from the fair grounds.

No merchandise depicting drugs, alcohol or tobacco may be sold, displayed or promoted at any Monongalia County Fair event without prior written permission.

The Monongalia County Fair, or any agent acting on its behalf, will not be responsible for damages to exhibitors/ vendor's display, units or property.

The Monongalia County Fair reserves the right to advertise the presence of the exhibitor or vendor. The exhibitor agrees to hold the Monongalia County Fair and any agent acting on its behalf harmless from any advertising or other liability.

Unless otherwise agreed upon all hardware (i.e. electrical cords, tables, tents/canopy, coverings, lighting, etc.) is the responsibility of the Exhibitor/ Vendor.

Alcohol is strictly prohibited at any Monongalia County Fair event without prior written permission from the Monongalia County Fair.

### **Booths are assigned on a First Come First PAID basis.**

Please make checks payable to: **Monongalia County Fair**

Mailing Address: Monongalia County Fair 34 Commerce Drive, Suite 106 Morgantown WV 26501

Fair Office Number (304)-291-7201

Indoor Vendor Contact: Ann Weimann [smackjackwack34@aol.com](mailto:smackjackwack34@aol.com) 304-685-4204 or 304-328-5707

Outdoor Vendor Contact: Randy Moore [info@moncountyfair.org](mailto:info@moncountyfair.org) 304-288-8199