



August 17-20, 2016 Booth Space Reservation Form

Company Information

Business Name _____

Contact Person _____

Address _____ City _____ State _____ ZIP _____

Telephone _____ Email address _____

Booth Space

\$50 discount for space reserved before August 1, 2016.

Booth space is assigned by committee. You may request a space, and every effort will be made to assign the requested space. Space location is not guaranteed.

10x10 - \$200 10x20 - \$350

Electricity - \$25

Indoor Outdoor

Description of Your Services - Please be very specific. We don't want to have too many of one category, or multiple vendors of the same company.

Booth Space Information

- Indoor and outdoor spaces are approximately 10' x 10'. If you need additional space, a second booth must be purchased.
- **Electricity is an additional \$25 to be connected to the system at the fair ground. You may bring a generator.**
- Food vendors must have and submit a copy of their State Food permit with their application. Call 356-3239 for state licensing requirements.
- Set up is on Tuesday, August 16, 2016 from 3 p.m. to 8 p.m. Vendors not set up during this time may forfeit their space without refund.
- Gates to the fair open at 9 a.m. Vendors should be in their booths from 9 a.m. to close of the fair each day. Vendors who leave early may not be participate in future fairs.
- The County Fair ends at 9 p.m. on Saturday, August 20, 2016. **DO NOT** remove your booth until this time, or until directed by the Commercial Booth Superintendent.

NEW THIS YEAR

Setup this year is going to be more strict. A map for the layout has been created and is available online. Once you are assigned a space, you will be required to stay in that place. Switching booth spaces will not be allowed this year.

Also, vendors who leave the fair early may be barred from participating in future fairs. Please stay at your booth and remain open so we can maintain a strong fair for all who come to the fair, no matter what time they come.

Purchases

Booth Space _____

Electricity _____

SUBTOTAL _____

Discount _____

SUBTOTAL _____

BALANCE _____

PAYMENT METHOD

Check (Make check payable to Madison County) **Online Invoice** (Credit Card)

We accept credit card payments using an online invoicing system that will send an invoice to your email that you then pay online with your credit card. Payment must be made within 7 days of being sent. Watch your email and contact us if you don't see your invoice from Madison County Fair within 5 days.

OFFICE USE

Amount _____ Received by _____ Date Received _____

Recorded _____ Deposited _____

For questions contact Tammy at (208) 360-9860. Please return this form with payment by August 1, 2016 to: **Madison County Fair Committee • P.O. Box 389, Rexburg, ID 83440**

Madison County Fair 2016 Booth Rental Agreement

An agreement made by and between the Organizing Committee of the Madison County Fair, hereinafter called ORGANIZER, and _____, hereinafter called VENDOR.

ORGANIZER and VENDOR agree to the following:

1. ORGANIZER will lease to VENDOR all indicated services on the front of this page, including a booth space, electricity, and any other services chosen by the VENDOR, at the 2016 Madison County Fair(FAIR), held at the Madison County Fair Grounds on August 17, 18, 19, & 20, 2016.
2. Space/Location will be assigned by ORGANIZER. VENDOR may request a specific space, but it will not be guaranteed. Tables, chairs, canopy, and/or electricity are not included with space. If any of these are required by the VENDOR, electricity is an additional \$25. Chairs and tables are available at a variety of local businesses. Ask the Commercial Superintendent for more information. Setup shall be on Tuesday, August 16, 2016, from 3 p.m. to 8 p.m. No one shall be allowed to setup after the Fair begins on Wednesday, August 17, 2016. Vendors who do not set up during setup run the risk of losing their space without refund. Vendors shall have access to their booth space at 8:30 a.m. daily. Indoor commercial buildings shall be open to the public from 9 a.m. to 9 p.m. Between 9 p.m. and 9:30 p.m. the commercial buildings will be closed, and locked for the night.
3. VENDOR shall not, without prior written consent of ORGANIZER, assign or sublet any part of this lease/display space. Violation of this item could result in the loss of booth space at the Fair.
4. VENDOR agrees to occupy the space for the entire duration of the Madison County Fair. It is further agreed that if said VENDOR does not occupy the contracted space or fails to comply in any other respect with the terms of this agreement, the ORGANIZER shall have the right, without notice to the VENDOR, to sell such space or any part thereof. It is also agreed that the VENDOR failing to occupy said space or comply with any of the provisions of this agreement shall pay the entire contract price, as loss and/or damage suffered by ORGANIZER on account of such failure. Notification of cancellation must be made in writing within three days of contract date. After three days, any monies exchanged become non-refundable.
5. VENDOR will abide by the official rules of the fair which shall be found in the FAIR BOOK, and online at www.madisoncountyfamilyfair.com. This includes the indemnification of the Madison County Fair Organizing Committee, Madison County Fair Board, Madison County and its departments, and/or Rexburg City and its departments from responsibility for any loss or damage by fire, wind, storms, explosions, or any other cause whatsoever, including Acts of God, or other loss by the VENDOR during the duration of the 2016 Madison County Fair. VENDOR covenants not to sue ORGANIZER for any and all liability, real or alleged, arising out of or in connection with this lease agreement. VENDOR also agrees to pay all costs of collection, default, breach or enforcement hereunder, including reasonable attorney's fees.
6. Sales tax for sales made by VENDOR shall be the responsibility of the VENDOR. ORGANIZER shall provide Idaho State tax for TC-24. VENDOR shall return said form to ORGANIZER, and shall be liable for any taxes due.
7. This agreement contains the entire understanding of the parties, and no oral or other representation not contained herein shall be binding upon the parties hereto.
8. All food VENDORS must have and include a copy of a state license; call 356-3239 for more information.

COMPANY NAME: _____

Responsible Representative: _____ Date: _____