

April 19, 2017

Vanderburgh County Fair Association, Inc.
c/o Commercial Exhibits
P.O. Box 58
Inglefield, IN 47618-0058
sherschap1@gmail.com

This document is an agreement entered into, by and between The Vanderburgh County Fair Assoc., Inc. and Lessee:

Name: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell: _____

Email: _____

Check:
Under Roof _____ Outside Booth _____

Electric: Yes _____ No _____

For returning vendors, based on your 2016 exhibit space your cost for 2017 is _____. If you would like to make a change please contact us.

The Lessee, by signing this contact, agrees to the following conditions and general terms;

1. **ADMISSION:** The Lessee will receive from the Vanderburgh County Fair Assn., Inc. (2) Fair Pass Tickets, good for admission to the 4-H Center for the duration of the Fair. It is further agreed and understood, that additional tickets can be purchased with the return of this contract at a **discounted** price of \$20.00 each for season pass.
2. **PARKING PERMITS:** Vehicles may be parked by the exhibit area, during set-up times only. During the fair vehicles must be parked in the Exhibitors Parking Area with Permit. The Lessee will receive (2) Parking Permits from the Vanderburgh County Fair Assn.
3. **SET-UP:** The Vanderburgh County Fair Assn., will make leased space available for set-up beginning **Sunday July 23rd (1pm to 3pm) and Monday July 24th (8am to 12pm). All exhibits must be set up and ready prior to fair opening at 3 PM on Monday, July 24th. Packet pickup will be located outside the fair office.**
4. **TENTS/BOOTH:** Exhibitors are responsible for supplying and paying for any tents they may need. Exhibitors are also responsible for supplying their own tables and chairs they may need.
5. **EXHIBITION HOURS:** The Vanderburgh County Fair hours are 8:00 am to 10:00 pm. It is recommended that exhibitors be open from 5:00 pm to 10:00 pm.
6. **TEAR-DOWN:** All properties of the Lessee must be removed from fairgrounds by 12:00 pm on Sunday July 30th, 2017.

- 7. SALES: No sales may be made outside of booth area and no games for money will be held in booth including raffles. **NO WALKING CONCESSIONS ARE ALLOWED.**
- 8. INSURANCE: The Lessee will provide a Certificate of Insurance in the Lessee's Name. This Certificate must be received prior to **Friday July 1st, 2017** with signed contract and payment for booth.
- 9. PRICING: Under roof: one booth \$160.00 which is approximately 10 X 10. Outside: \$8 per road frontage foot with min of \$160.00 (20 linear feet).
- 10. The Vanderburgh County Fair Assn. will **NOT** be responsible for the loss of any exhibits, damage or theft that occurs during the Vanderburgh County Fair Week.
- 11. The possession or use of Alcohol or Drugs on the 4-H Center grounds is strictly prohibited. No smoking in buildings or within 50 feet of exhibit areas.
- 12. All exhibits shall be keeping with the overall family-oriented theme of the fair and the following are prohibited: weapons, guns, knives, crossbows, bow and arrows, throwing stars, potato guns, cap guns, silly string, items with profane messages, tasers or laser lights. Any items deemed offensive may be removed by the discretion of the committee. No food or beverages to be given away or sold in booth without prior approval by the committee. No Food preparation in booth.
- 13. No loud noise or loud music will be permitted. This is for the courtesy of every exhibitor.
- 14. Exhibit space must be kept neat and clean.
- 15. All exhibitors must stay in their booth rental space. Not in the roadways or street.
- 16. **Any deliveries made to booth must be accepted by exhibitor, not by the Vanderburgh 4-H Center. All deliveries should be made to their sites by 3:00 pm.**

You are receiving **two** contracts; **one** for your records and **one** to be returned. Please sign and return one contract by **Friday July 1st, 2017**. The certificate of Insurance and payment must be included. Make checks payable to: Vanderburgh County Fair Association, Inc. You will receive parking permits and the season passes during check-in at the Fair.

Vendor Printed Name

Vendor Signature Date

Vendor Phone # Vendor Email

Emergency Contact # During Fair

Thank you for participating in the award winning Vanderburgh County Fair:
Sherry Schapker 812-499-1526 sherschap1@gmail.com