

# 2024 Pratt County Fair Commercial Vendor Contract

Return to Pam Lucas  
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Please print clearly and send a photo or drawing of your booth so that we can plan the layout.  
Food vendors need to also attach a menu and price list.

Business Name	Contact Name
Mailing Address (include town)	Website Address
Business Phone	Cell Number
Fax Number	Email Address
SSN or EIN Number  _____	Type of Space ( <b>circle one</b> )  <b>Indoor Booth (limited space due to inflatables)</b> <b>Outdoor Trailer</b> <b>Outdoor Tent</b>
Total Enclosed	

Items/Products/Services to be displayed or sold (Include Brand Names where applicable)

(Attach a separate sheet if necessary. If this list changes prior to the fair, please let us know)

Describe your booth operation by marking all that apply:		
<input type="checkbox"/> Demonstration Booth	<input type="checkbox"/> Using Sound Amplification	<input type="checkbox"/> Selling Over the Counter
<input type="checkbox"/> Taking Orders-Deliver Later	<input type="checkbox"/> Provide Information Only	<input type="checkbox"/> Giveaway Items
<input type="checkbox"/> Food or Drink	<input type="checkbox"/> Non-Profit	<input type="checkbox"/> Religious

Do you need a water hook-up (**outdoor only**)? Yes No  
 Do you need electricity (**outdoor only**)? Yes No If so what type? Amps \_\_\_\_\_  
 Have you exhibited at the Pratt County Fair before? Yes No If so, what year? \_\_\_\_\_  
 Size of Space needed: \_\_\_\_\_ Front Footage X \_\_\_\_\_ Depth  
**(Footage should include awnings, tie-ons, overhangs, trailer hitches, room to operate, etc.)**

**NOTE: The Pratt County Fair reserves the right to offer space based on product, building or area space available, size of space required, maintaining a balance of products throughout the Fairgrounds and attractiveness of the exhibit. ALL exhibitors must sign the hold harmless agreement below.**

Exhibitor shall indemnify and hold harmless the Pratt County Fair Association and its members, agents, contractors, directors, employees, successors and assigns from and against any and all claims or causes arising from the actions or inaction of any exhibitor or exhibitors' agents, contractors or employees at the Pratt County Fair.  
I agree to honor this agreement.

Exhibitor signature \_\_\_\_\_ Date \_\_\_\_\_

## **2024 Pratt County Fair Commercial Exhibit Policies**

### DATES and TIMES

2024 Pratt County Fair dates are Wednesday July 17<sup>th</sup>, Thursday July 18<sup>th</sup>, Friday July 19<sup>th</sup> and Saturday July 20<sup>th</sup>.

1. **Food vendors must set up between 6 pm and 8 pm on Tuesday, July 16<sup>th</sup>. If you are not in place by 8:00 pm you will need to try to contact an Exhibit Chairperson for assistance.**
2. **FOOD VENDORS MAY OPERATE DURING LUNCH. YOU MAY SET AND POST YOUR OWN HOURS OF OPERATION.**
3. **Indoor exhibitors can check in from 2:30 pm to 4:30 pm on Wednesday, July 17<sup>th</sup>. If you are not in place by 5:00 pm, you will need to try to contact an Exhibit Chairperson for assistance (limited space due to inflatables being inside) .**
4. Commercial exhibits must be ready for public viewing during the following hours: Wednesday, Thursday and Friday 6-10:00 pm and 6-9:00 PM Saturday
5. If you are a commercial exhibitor in the round top building, you will need to have your display items picked up by 9:30 pm on Saturday, July 20<sup>th</sup>.

### SPACE AND FEES

1. **Spaces will be granted on a first come first serve basis. You will be turned down if you are the second exhibitor to apply for the same product. Other reasons might be lack of space or inappropriate display. You will be emailed if you are accepted, and will be e-mailed closer to set up time with details regarding the fair schedule.**
2. The inside space is a non-air conditioned, open ended round top with a cement floor. Swamp coolers are being rented to make this area more comfortable. Electricity is available. This building will be locked when not open for business. The inside space is 15 feet deep and costs \$10 per frontal foot. You may have as many feet as you want to pay for, but no fewer than 4 ft.
3. Inside exhibits must be attended at all times when the building is open. If you leave your area unattended we are not responsible for the outcome.
4. Outside space base charge is \$400.00 up to 1000 sq. ft. For every square foot over 1000 add \$.05 per sq. ft. to the base charge. **Please make checks payable to Pratt County Fair Association. Your fee must be received with the contract to ensure your spot. If it is not paid, your spot is not yet secured. You must also sign the hold harmless agreement at the bottom of the contract.**
5. The fair furnishes nothing but electricity and water if absolutely necessary for operation. No drug paraphernalia or pornographic material will be allowed.
6. Once payment has been made, cancellation of the space after July 1, or failure to appear will result in forfeit of all payments. Refunds will not be made due to rain or if the vendor feels the event did not meet their expectations.
7. All vendors must be cleaned up by 9:00am on Sunday July 21<sup>st</sup>. Anything that is left at this time will be discarded. ALL exhibitors are required to clean up their exhibit area before they leave at the end of the Fair..
8. **Vendors who do not man their indoor or outdoor space OR come late OR leave early, will not be allowed to return in future years.**
9. **Contract/Held Harmless agreement are due to the Commercial Exhibit Chair NO later than JULY 12<sup>th</sup>, 2024.**