

Carroll County Fair Association

Fairground location 214 8th Ave, Coon Rapids, Iowa

Jim Mohr, President, 712-210-0623
Denise Koester, Sec-Treasurer., 712-999-5732
E-mail: havefun@iowaccfair.com

Hello Commercial Exhibitors,

The Carroll County Fair will begin on Wednesday with 4-H exhibit judging, and will conclude Sunday with the Bonus Auction.

Commercial exhibits will need to be in place Thursday thru Sunday.

Commercial Exhibit space is available as follows:

Inside booth \$50 10' x 12' **2 gate passes**

Double booth \$100 10' x 24' **4 gate passes**

Outside space \$50 approximately 30' x 30'

Reserved parking, \$20/booth, on the fairgrounds near Commercial Building

The Commercial Building will be open Wednesday evening at 6 p.m. and Thursday at 7:00 a.m. for you to set up. For the remainder of the fair, the building will be opened at 11:00 a.m., and remain open until approximately one-half hour after the evening performance is over. We are asking that everyone have someone at his or her booth at all open hours if possible. We would like all exhibitors to remain open until 2 p.m. Sunday afternoon.

Commercial exhibitors must take down their exhibits at this time.

Several important items:

- We strongly recommend that you carry insurance. We have been advised by the Association of Iowa Fairs to have everyone provide proof of insurance and sign a contract.
- **Enclosed you will find a commercial exhibitors contract. We will also need a Certificate of Insurance, this Certificate must include the statement "CARROLL COUNTY FAIR INC., D/B/A CARROLL COUNTY FAIR ASSOCIATION, THEIR OFFICERS, EMPLOYEES AND AGENTS AS ADDITIONAL INSURED.**
- Inside space is limited, please return your contract & check as soon as possible. **We will need to have your Certificate of Insurance by July 1.**
- **One** table and two chairs per inside booth will be provided (a second table may be available)

To reserve a space, please complete the enclosed form and send your check payable to Carroll County Fair Association as soon as possible to:

Carroll County Fair Association
Denise Koester, Sec-Treas.
P.O. Box 235, Coon Rapids IA 50058

THANK YOU & WE'LL SEE YOU AT THE FAIR!

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COMMERCIAL EXHIBITOR & CONCESSIONAIRE CONTRACT

CONCESSION: _____ TYPE: _____

CONTACT PERSON (s): _____

MAILING ADDRESS: _____

CITY: _____ STATE & ZIP _____

HOME PHONE _____ WORK PHONE _____

FAX: _____ E-MAIL ADDRESS _____

Booth space wanted: Inside Single (\$50) _____ Inside Double (\$100) _____

Outside (\$50) _____ Parking (\$20) _____

VOLTS: _____ AMPS: _____ WATER HOOKUP: YES or NO

PRODUCTS: _____ Amount of Check Enclosed _____

Please make checks payable to Carroll County Fair Association

This contract is accepted upon condition that the business as stated above is to be conducted in accordance with the Rules and Regulations of the Society and the State of Iowa. The locations for said privilege to be assigned by the Secretary of the Society. Further the Society assumes no responsibility for the loss or damage of Lessee's property. It is also agreed as a consideration for the Carroll County Fair Association accepting lease of stated space that the Concession/Exhibitor will hold the Carroll County Fair Association harmless by reason of any claims given rise to anyone patronizing the Concession/Exhibitor's business, and the Concession/Exhibitor does hereby release, relieve and discharge the Carroll County Fair of any claims.

I, (please print) _____ as Agent for the Concession and or/ exhibit, it, accept this contract and agree to lease the assigned space at the Carroll County Fair for the above stated year and agree to the conditions set by this contract, as stated on the backside of agreement.

Signed _____ **Date** _____
(Agent for Concession)

CONDITIONS OF CONTRACT FOR CARROLL COUNTY FAIR

1. Set up hours for commercial exhibitors and concessions will be Wednesday from 8 p.m. to 9 p.m. and Thursday beginning at 7 a.m. of Fair week.
2. Commercial exhibit space will open at 11:00 a.m. each day.
3. All food concessions must furnish the Fair proof of product liability insurance for products sold.
4. All food concessionaires shall cause to be posted in a conspicuous manner, at the front or entrance of place of business, a sign showing the price charged for meals, lunches, drinks or other articles of food offered for sale.
5. Exhibitors may advertise and distribute from their assigned concession space only.
6. No part of a commercial exhibit, inside or outside, may be in any way attached to any buildings and other property of the Fair. All exhibits must be free standing.
7. A contracted concession or commercial exhibitor cannot sub-lease exhibit space to another party.
8. Concessions and Exhibitors are rented space only. Exhibitors will be provided one table and two chairs. (Please note if a second table is needed) Exhibitors must provide their own backdrops, enclosures, equipment and such. The Fair does not supply such items.
9. The Society will carefully guard against extortion in any form being practiced on the patrons of the Fair. A violation of the rule will cause forfeiture of contracts, money paid, and the expulsion from the grounds.
10. All inside exhibitors are to shut off all electrical items they might have in their booth when the booth is not occupied, and when the building is closed to the public. This means fans, special lighting and other enhancements.
11. **The Certificate of Insurance must include the statement "Carroll County Fair Inc., d/b/a Carroll County Fair Association, Their Officers, Employees, and Agents as Additional Insured. Certificates must be received by July 1.**
12. If you are unable to obtain insurance, please make a note regarding the insurance.