

# INFORMATION SHEET

BELTRAMI COUNTY FAIR  
2018 Exhibitor/Concessionaire Rental Contract

**"YOU KEEP THIS FORM"** \*NO FREE GATE PASSES\* \*NO MAILED CONFIRMATIONS\*

2018 Beltrami County Fair, Wednesday August 8th through Sunday August 12th

**Set up** Wednesday, August 8<sup>th</sup> from Noon – 6:00PM

**CANNOT** set up on the grounds until Noon Wednesday. No one is there to help you.

Food Vendors ...No plugging into electricity until Wednesday without an additional fee of \$10.00/day.

Food Vendors in sites **11-16** will have a specific time to set up Wednesday in the circle, **ALL MUST** be there by 11AM Wednesday.

<b>OPEN:</b>	<b>6:00 PM – 8:00 PM</b>	<b>Wednesday</b>
	<b>Noon – 8:00 PM</b>	<b>Thursday</b>
	<b>Noon – 10:00 PM</b>	<b>Friday &amp; Saturday</b>
	<b>Noon – 5:00 PM</b>	<b>Sunday</b>
	<b>Tear Down:</b>	<b>After 5:00 PM Sunday</b>

**Cannot set up after 6:00 PM Wednesday and cannot get into building before NOON daily.**

## NO EXCEPTIONS!!

The contract must be signed and returned to the Space Rental Manager along with **full payment and all required forms** by April 15, 2018. All reservations will be accepted for approval based upon the postmark date of the returned contract and fee paid. If you wish to withdraw from participation, you must notify the Space Rental Manager IN WRITING no later than July 1, 2018 or you will forfeit all fees paid.

## FULL PAYMENT MUST BE MADE WITH CONTRACT AND BEFORE SET UP.

All renters are required to check in with the SPACE RENTAL MANAGER at the commercial exhibit building or at the fair office to get your space assignment **before setting up. DO NOT SET UP BEFORE TALKING TO CHRIS!** If you set up in the wrong space or take more space than rented, your booth/concession will be moved and you will be required to pay \$100 before you are able to open for business. Outside spaces will have signs marking your spot. Inside booth space will be labeled with name in booth.

You must LIST ALL items you will be displaying or selling. PLEASE NOTE: The Fair Board does not allow the **selling of knives, guns, injurious weapons, tattoos**, or any other product that would be harmful or not family oriented. The Fair Board reserves the right to assure that the fair portrays a WHOLESOME FAMILY ENTERTAINMENT IMAGE.

Please be sure your electrical cords and disconnects meet code this year as you will be inspected by the electrical inspector and closed down if you do not comply.

Make check payable to Beltrami County Fair for the **FULL** rental amount and return ALL these forms NOW...

1. Rental Contract
2. Hold Harmless Agreement
3. ST 19 = From everyone
4. CERTIFICATE OF LIABILITY INSURANCE
5. Payment in FULL

Mail to: Chris Christiansen, Space Rental Manager, 2805 Washington Avenue So., Bemidji, MN 56601

Booth/vendor space will be assigned on set up day – not before. Please do not call to find out where your booth will be – it WILL NOT be assigned until fair time. If your check has been cashed, your "IN" the fair, no written confirmations will be sent out. Thanks. Questions, please contact Chris at 218-751-4433 work or email [vendors@beltramicountyfair.org](mailto:vendors@beltramicountyfair.org)

**CAMPING IS AVAILABLE for an extra fee. Contact RINA PHILIPS at [bcmnfair@paulbunyan.net](mailto:bcmnfair@paulbunyan.net) or call 218-444-8169. SPACE IS VERY LIMITED for electric plug-ins, so contact Rina NOW.....**