

# Beltrami County Fair Concessionaire/Exhibitor

## Rental Contract Information Sheet

2021 Beltrami County Fair will be August 11<sup>th</sup> through August 15<sup>th</sup> 2021

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

**Set up BY 530 PM Wednesday**

**Tear Down AFTER 5PM Sunday for Food Vendors and Outside Commercial Vendors**

**\*\*EXCEPT Commercial Building Tear Down 4PM Sunday**

**CANNOT** set up on the grounds until 11AM 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 **must** be there by 11AM Wednesday No later.

### **FAIR GROUNDS OPEN:**

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

### **COMMERCIAL BUILDING OPEN:**

<b>6:00PM–8:00PM</b>	<b>Wednesday</b>
<b>Noon–8:00PM</b>	<b>Thursday</b>
<b>Noon–8:00 PM</b>	<b>Friday &amp; Saturday</b>
<b>Noon–4:00 PM</b>	<b>Sunday</b>

**Exhibitors cannot set up after 6:00 PM Wednesday**

**Commercial Building will be able to enter back door at 11:50am Thursday-Sunday.**

**NO EXCEPTIONS!!** The contract must be signed and returned to the Space Rental Manager along with **full payment and all required forms**. 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 **August 1, 2021** 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. Commercial Building vendor's 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 **WHOLESONE 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 Ag for the **FULL** rental amount and return ALL these forms ASAP.....

1. Vendor Rental Contract Application
2. Hold Harmless Agreement
3. ST-19 Form
4. Payment in FULL (Cash, Money Order, Check, **NEW\*\* Credit Cards (+4% Convenience Fee)**-email/call to inquire if you want to use a credit card as a form of payment
5. Insurance Certificate of Liability

**Booth/vendor space will be assigned based on 2019 exhibitor location. SITE LOCATIONS are subject to change but we will do our best to keep the same as 2019 unless you have requested to move. Please do not call to find out where your booth will be – it WILL NOT be confirmed until fair time. If your check has been cashed, your "IN" the fair, no written confirmations will be sent out.**

**CAMPING IS AVAILABLE; Contact: RINA PHILIPS at [bcmnfair@paulbunyan.net](mailto:bcmnfair@paulbunyan.net) or call Fair Office at 218-444-8169. SPACE IS VERY LIMITED for electric plug-ins. You must contact Rina about camping, please do not contact Chris and Heidi.**

If you have questions, please contact Chris at 218/766-1199, Heidi 218/209-0562 or email [vendors@beltramicountyfair.org](mailto:vendors@beltramicountyfair.org)

Mail forms to: Chris Christiansen, Space Rental Manager, 51722 Wildflower Drive Bemidji, MN 56601 or email [vendors@beltramicountyfair.org](mailto:vendors@beltramicountyfair.org)