

2020 Exhibitor/Concessionaire Rental Contract
INFORMATION SHEET

BELTRAMI COUNTY FAIR

2020 Beltrami County Fair, Wednesday August 12th through Sunday August 16th

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

Set up Wednesday, August 12th 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 **must** be there by 11AM Wednesday No later.

FAIR GROUNDS OPEN:

6:00PM-8:00PM Wednesday
Noon-10:00PM Thursday
Noon-10:00 PM Friday & Saturday
Noon-5:00 PM Sunday **Tear Down: After 5:00 PM Sunday**

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** by **May 1, 2020**. 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, 2020** 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 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 Ag** for the **FULL** rental amount and mail or email ALL forms below:

1. Vendor Rental Contract
2. Hold Harmless Agreement
3. ST-19
4. Certificate of Liability: Must list [Beltrami County Ag, 7223 Fairgrounds Rd NW, Bemidji, MN 56601](#)
5. Payment in FULL

Mail to: Chris Christiansen, Space Rental Manager, 51722 Wildflower Drive, Bemidji, MN 56601.

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 or call Fair Office at 218-444-8169. SPACE IS VERY LIMITED for electric plug-ins.

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

Mail forms to: Chris Christiansen, Space Manager, 51722 Wildflower Drive Bemidji, MN 56601 or email vendors@beltramicountyfair.org