



1601 Industrial Park Road | Boone, IA 50036
515-432-5899 | boonecountyfairgrounds@gmail.com

Friend of the Fair,

Hard to believe now but summer sun and the county fair will be here before we know it! The 2018 Boone County Fair is scheduled for July 19-22. With an exciting line up of grandstand events, a great carnival, a large group of enthusiastic 4-H and FFA members, and strong community support this year's fair is already promising to be a great one.

We would love you to be a part of the experience. As a commercial vendor you have the option of setting up in our recently Air Conditioned Commercial Exhibits building, or enjoy a larger space outside on the grounds. All spaces are set in locations close to all the action on the fairgrounds to help boost your visibility. **Whether you are selling a product or trying to gain awareness of your business or organization, a booth at the Boone County Fair is a great way to interact with many members of the community.**

The Boone County Fair has free gate admission. We also provide free up close parking for vendors.

Set Up Hours

1:00 pm – 7:00 pm on Wednesday July 18th and 8:00 am – Noon on Thursday July 19th

****PLEASE NOTE: Vendors may back up to the building to unload on Wednesday, but for safety reasons will NOT be allowed to do so on Thursday, so please plan accordingly!*

Tear Down Hours

All booths must remain set up until 6:00 pm on Sunday July 22nd. For safety reasons vendors will not be allowed to back up to unload at that time. They can carry things to the vendor parking lot at that time. Vendors can come back Monday July 23rd between 10:00 am – Noon to remove other items from the building, at that time they will be allowed to back up to the building for loading.

Building Hours

*Outdoor Vendors can set their own hours

Thursday July 19th & Friday July 20th 1:00 pm – 9:00 pm

Saturday July 21st Noon -9:00 pm

Sunday July 22nd Noon – 6:00 pm

We hope you choose to join us in making the 2018 Boone County Fair the best yet. If you are interested in a vendor space please fill out the attached application and mail it back to us at the fair office ASAP!

If you have any questions please do not hesitate to contact me. I look forward to working with you.

Sincerely,

Ashley Fitzgerald, Fair Manager



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Boone County Fair Request for Commercial Exhibitors Space

Business Name _____ Type of Business/Product _____

Contact Person _____

Phone _____ Email _____

Address _____ City, State Zip _____

Sales Tax # (if applicable) _____

Booth Options (please mark which you would like)

___ **Inside Booth** 9' x 9' Booth in Commercial Exhibits Building (AC) \$90
(Inside spaces includes standard electrical hookups and folding chairs)

___ **Tables** are available for **inside vendors only** at \$10 each
(Please indicate how many tables you want)

___ **Outside Booth** \$50
Please indicate Booth size: _____ (additional charges may apply for extra-large booth spaces)

___ **Electrical for outside** booths is available for an additional \$10

Fair Board Agrees to

- 1. Set up tables rented (above) in marked booth space.
- 2. Provide night watch for security Wednesday night through Sunday night. The Commercial Exhibits Building will be locked during non-operating hours.

Exhibitors Agrees to

- 1. Have exhibit set up and ready to show by **Thursday July 18th, 2017 at Noon.**
- 2. Notify the Fair 48 hours prior to opening day if you will not be able to attend.
- 3. All rentals fees are non-refundable with the exclusion of #6 below.
- 4. Have booth set up during hours of operation
Thursday July 19th & Friday July 20th 1:00 pm – 9:00 pm
Saturday July 21st Noon -9:00 pm
Sunday July 22nd Noon – 6:00 pm
(Outside vendors may set their own hours, but are encouraged to be open similar times as listed above.)
DO NOT REMOVE DISPLAY UNTIL AFTER 6:00PM ON SUNDAY JULY 22nd.
- 5. The Boone County Agricultural Association, (Boone County Fair), expressly refuses to assume any liability for injuries to any person or damage to any property coming upon the grounds of the Boone County Fair and no claims for injury to any person or Agricultural Association, its officers, agents, or employees for said cause by any person having privilege to exhibit or license to operate on the fairgrounds or occupy any space thereon. And it is a part of the consideration for each license or privilege granted by the Boone County Fair that such claims for injury or damage to property are specifically waived.
- 6. The Boone County Fair Board reserves the right to change the above times, charges, or dates at any time. If changes are made, exhibitor will be notified and the option given for a refund of payment if changes are not acceptable. It is understood that this is a request for space and is to be confirmed only by Fair Manager Ashley Fitzgerald.

I AGREE TO THE ABOVE CONDITIONS: _____

Signature Required

Date

PLEASE MAKE CHECKS PAYABLE TO: BOONE COUNTY FAIR

MAIL PAYMENT AND COMPLETED FORM TO: BOONE COUNTY FAIR 1601 INDUSTRIAL PARK RD BOONE, IA 50036

Please Note: Applications will be reviewed by the Fair Board, if request for space is declined; your check will be fully refunded.