



# MADISON COUNTY FAIR

## AUGUST 12-15, 2020



### COMMERCIAL VENDOR BOOTH SPACE RESERVATION FORM

Business Name: \_\_\_\_\_

Contact Name(s): \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**BOOTH FEES:**

\_\_\_ 10'x10'-\$150

\_\_\_ 10'x20'-\$250

\_\_\_ Larger Space- Contact us for fees

**No space will be guaranteed until the non-refundable fee is received. All spaces will be outdoors.**

\*Mail fees to: 610 Airport Rd, Rexburg, ID 83440

\*Credit Cards Accepted at: [www.madisonfairgrounds.com](http://www.madisonfairgrounds.com)

**BOOTH DESCRIPTION** (Please detail the items you plan to sell):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IMPORTANT INFORMATION**

**Booth:** Booths are approximately 10'x10'. If you need additional space, please choose the 10'x20' booth, or contact us for larger areas.

**Location:** Once you are assigned a space, you will be required to stay in that location. Switching booth spaces will not be allowed.

**Electricity:** Provided. Electricity Needs (**Please select one**) No Power: \_\_\_\_\_ 110 Power: \_\_\_\_\_ 220 Power: \_\_\_\_\_ You may bring a generator.

**Questions:** Call Shannon Lewis at (208)201-9005 & (208)356-3139 or email [slewis@co.madison.id.us](mailto:slewis@co.madison.id.us)

**YOU MUST PROVIDE A PICTURE OF YOUR SET UP. IF YOU NEED LARGER THAN THE SPACE SELECTED, PLEASE PROVIDE YOUR DIMENSIONS. YOUR APPLICATION WILL NOT BE APPROVED WITHOUT THIS.**

**SCHEDULE OF EVENTS**

**Set up booth:** Tuesday, August 11, 2020. Times will be announced based on location assigned. Vendors not set up by 8 PM August 11, 2020 will forfeit their space without refund, unless previous arrangements have been made.

**Occupy booth:** Vendors must be in their booths from 9 AM to close of the fair each day from August 12- August 15, 2020. Vendors who do not follow this, may be excluded from future fairs.

**Take down booth:** Do not remove your booth until 9 PM on August 15, 2020 or until directed.

**OFFICE USE:**

Date of Application: \_\_\_\_\_ Booth Fee Received: \_\_\_\_\_ Pictures/Dimensions: \_\_\_\_\_

**Madison County Fairgrounds 2020 Fair Booth Rental Agreement**

QUESTIONS: Please contact Shannon Lewis at (208)201-9005 or (208)356-3139

An agreement made by and between the Madison County Fair Grounds Officials, hereinafter called ORGANIZER, and \_\_\_\_\_, hereinafter called VENDOR.

**ORGANIZER and VENDOR agree to the following:**

1. ORGANIZER will lease to VENDOR all indicated services on the front of this page, including a booth space, electricity, and any other services chosen by the VENDOR, at the 2020 Madison County Fair, held at the Madison County Fairgrounds on August 12-15, 2020.
2. Space/Location will be assigned by ORGANIZER. VENDOR may request a specific space, but it will not be guaranteed. Tables, chairs, and canopy are not included with space. If any of these are required by the VENDOR, they are to supply them. Tables and chairs are available at a variety of local businesses. Ask the Commercial Superintendent for more information. Setup shall be on Tuesday, August 11, 2020 with time to be announced. No one shall be allowed to setup after the event begins on Wednesday, August 12, 2020. Vendors who do not set up during the above time frame run the risk of losing their space without refund. Vendors shall have access to their booth space daily at 8:30 AM. Indoor commercial buildings shall be open to the public from 9 AM to 9 PM. Between 9 PM and 9:30 PM, the commercial buildings will be closed, and locked for the night.
3. VENDOR shall not, without prior written consent of ORGANIZER, assign or sublet any part of this lease/display space. Violation of this item could result in the loss of booth space at the Fair.
4. VENDOR agrees to occupy their designated booth space(s) and not move booth locations for the entire duration of the Fair. It is further agreed that if said VENDOR does not occupy the contracted space or fails to comply in any other respect with the terms of this agreement, the ORGANIZER shall have the right, without notice to the VENDOR, to sell such space or any part thereof. It is also agreed that the VENDOR failing to occupy said space or comply with any of the provisions of this agreement shall pay the entire contract price, and loss and/or damage suffered by ORGANIZER on account of such failure. Notification of cancellation must be made in writing within three days of contract date.
5. VENDOR will abide by the General Rules of the Fair online at [www.madisonfairgrounds.com](http://www.madisonfairgrounds.com) This includes indemnification of the Madison County Fair Organizing Committee, Madison County Fair Board, Madison County and its departments, and/or Rexburg City and its departments from responsibility for any loss or damage by fire, wind, storms, explosions, or any other cause whatsoever, including Acts of God, or other loss by the VENDOR during the duration of the event. VENDOR covenants not to sue ORGANIZER for any and all liability, real or alleged, arising out of or in connection with this lease agreement. VENDOR also agrees to pay all costs of collections, default, breach or enforcement hereunder, including reasonable attorney’s fees.
6. Sales tax for sales made by VENDOR shall be the responsibility of the VENDOR. ORGANIZER shall provide Idaho State Tax for TC-24. VENDOR shall return said form to ORGANIZER, and shall be liable for any taxes due.
7. This agreement contains the entire understanding of the parties, and no oral or other representation not contained herein shall be binding upon the parties hereto.
8. All FOOD VENDORS must have and include a copy of a state license; call the Eastern Idaho Public Health District at (208)356-3239 for more information.

COMPANY NAME: \_\_\_\_\_

RESPONSIBLE REPRESENTATIVE: \_\_\_\_\_ DATE: \_\_\_\_\_