

Montgomery County Fair Society Inc. ~ Exhibitor Rules

July 16 - July 20, 2024

1. The exhibit area and the merchants building will be open Tuesday 5:00pm - 9:00pm; Wednesday 5:00pm - 9:00pm; Thursday 5:00pm - 9:00pm, Friday 5:00pm - 9:30pm; and Saturday 2:00pm - 9:30pm. Vendors are asked to be ready and open at the times stated. Outside vendors are permitted to stay open until gates close. All storage and accessory vehicles used in conjunction with the exhibit area will be considered part of the rented space and must be parked on this space. Your cooperation is appreciated. If you are not in your booth at these set times, we will not be held liable for any losses, or damages that may occur.
2. Rent in the Merchants Building will be \$100.00 for a 10 x 10 area. Rent for an Outside Exhibit Area will be \$100.00 for a 12 x 12 area. Commercial Rental space outside is \$250.00 for 4 cars/trucks. Rent for an Outside Food Vendor will be \$750.00 for a 12 x 12 area (must have pre-approval - only select food vendors allowed). Electric and Table rental are extra.
3. No borrowing other Vendors items! Your cooperation is appreciated.
4. One season pass will be included with each rental contract. If additional Season passes are needed, they are available for \$50.00 each until the 1st of July. This pass entitles the holder to the grounds admissions, unlimited carnival rides (does NOT include Premium Rides) and grandstand show admission only on Wednesday, Thursday, Friday, and Saturday. Season Pass DOES NOT include Tuesday Carnival Rides (all ages) or ANY Premium Ride Wristbands.. Fair board policy is everyone 6 and older must have an admission ticket.
5. Set up of Exhibits may begin Tuesday at 8:00 am, unless prior approval has been granted by the chairmen. All exhibits must be in place and all exhibitors checked in with the chairmen Tuesday July 16, 2024 by 3:00pm. The entire Exhibit Area will be open for fairgoers on Tuesday at 5:00pm. If this schedule is not followed, the exhibit area will be forfeited with no refund and awarded to the next in line. Booth tear down time will be Sunday 10am - 12pm.
6. Exhibitors are allowed to drive on the fairgrounds until 2:00pm Tuesday. After that NO vehicles are allowed on the grounds unless prior arrangements are made. All vehicles will be towed at owner's expense. No warnings will be given. You are to park by the North gate. It is the exhibitor's responsibility to carry their own goods in and out of Fairgrounds. You will be allowed to drive in Sunday for booth tear down.
7. Camping is available on a first come first serve assigned basis. Camping goes fast and we will need to know ASAP. All camping questions need to be directed to Sara Johnson 573-808-1813
8. The Exhibitor application shall be completed and received by the Exhibit Chairmen by said return date on the application. At that time payment shall be made to the Montgomery County Fair by check, money order or cashier's check.
9. All applications postmarked after July 1, 2024 must include a \$25.00 non-refundable late fee. Late applications will be returned if a \$25.00 late fee is not included. Cancellations are accepted until June 15, 2024. After that, no refunds will be available.
10. Allowable merchandise is handmade crafts and import/manufactured items. No garage sale/flea market items. All exhibitors must include 2-3 non-returnable pictures, brochure of product or a website.
11. No ATV's are allowed on fairgrounds. No smoking in buildings. No Hanging items on walls inside or outside. **ABSOLUTLY NO VEHICLES TO BE DRIVEN INTO THE MERCHANTS BUILDING FOR LOADING/UNLOADING.**
12. The State of Missouri requires any vendor who sells items at retail to hold a sales tax licenses or will need to apply for a "Special Events Sales Tax License". You can find this information on the Department of Revenue's website at <https://dor.mo.gov/faq/taxation/business/special-event-sales.html>. It is your responsibility to have this, as the Montgomery County Fair Society will not be held responsible for anyone selling without one.

Any questions please Contact Chasity Lichtenberg or Jessica Bickmeyer
Chasity Cell: 573-694-6054, Jessica Cell: 636-359-4216 or
email at joverkamp09@gmail.com or montgomerycofair@gmail.com

**IF YOU ARE BRINGING A TENT FOR AN OUTDOOR EXHIBIT,
YOU MUST WEIGHT IT DOWN! NO EXCEPTIONS!!!**

MONTGOMERY COUNTY FAIR SOCIETY, INC
"2024 EXHIBITOR APPLICATION"
Fair Dates - July 15 - 20, 2024

PLEASE TYPE OR PRINT:

Name of Business: _____

Owner/Operator: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ E-mail: _____

Vehicle Description: Make _____ Model _____ Color _____ License # _____

Merchandise/Services Offered: (Please include 2-3 non-returnable pictures of product to be sold)

_____ Craft Item _____ Import/Manufactured Items _____ Other Description _____

(Subject to approval by Fair Board)

First \$100.00 purchased booth comes with one season pass. Additional \$60.00 space's do NOT include another season pass. Additional Season Passes are \$50.00 each. Fair Board Policy is that everybody 6 and older must purchase one.

Please complete the following:

Qty.	Item	Cost	Total
_____	10 x 10 Inside Booth (1 Season Pass)	\$ 100.00	\$ _____
_____	12 x 12 Outside Booth (1 Season Pass)	\$ 100.00	\$ _____
_____	Additional Booth Space (No additional season pass)	\$ 60.00	\$ _____
_____	Commercial Rental Spot (4 Vehicles) (1 Season Pass)	\$ 250.00	\$ _____
_____	Food Vendor (12 x 12 Outdoor) (2 Season Passes)	\$ 750.00	\$ _____
_____	Information Booth ONLY – (NO Season Pass!!)	\$ 60.00	\$ _____
_____	Extra Season Passes (1 Included/Rental)	\$ 50.00	\$ _____
_____	Table Rental (each)	\$ 20.00	\$ _____
_____	5amp Electric	\$ 50.00	\$ _____
_____	1 Outlet Only Electric (Personal Fan Use)	\$ 10.00	\$ _____

Applications Postmarked after July 1, 2024 will incur a nonrefundable late fee of \$25.00

\$ _____

Payment Enclosed \$ _____

SPECIAL LOCATION REQUESTS (*All requests approved on a first come basis!): _____

The Agreement, Application, pictures, and payment must be returned by July 1, 2024 to:
 Montgomery County Fair Society, PO Box 11, Montgomery City, MO 63361

****Please Read and Sign "The Agreement" and return with this application****

Approved and accepted by 2024 Montgomery County Fair Board:

Date Rec'd _____ Amount Rec'd _____ Accepted by: _____

"THE AGREEMENT"

2024 Montgomery County Fair

- * I have read the Exhibitor rules included in the packet with my application and agree to abide by these responsibilities.
- * I understand that the Montgomery County Fair Board has the authority to establish and enforce rules for the safety and welfare of all people involved, even if not listed in the letter.
- * I agree to hold harmless the Montgomery County Fair Society, Inc. and the Montgomery County Fair Board for any theft, damage or liability to my exhibit items or equipment while on the Montgomery County Fairgrounds.
- * The Montgomery County Fair Board shall not be responsible for any injury, loss, or legal action that may arise or come to the exhibitor or his/her goods, property or the public from any cause whatsoever while show premises are being occupied under this agreement. Exhibitor shall provide own insurance coverage and waives all claims for personal injury, damages to persons or property, including, but not limited to medical expenses, cost, suits, fees, etc., howsoever incurred against The Montgomery County Fair Board, Fair Board Members, Montgomery County Fair Society Inc.
- * I understand that the Board reserves the right to accept or deny any application. If I have been accepted previously, I understand that I am not guaranteed the same space(s) that I may have rented in the past. I also understand that I may be assigned a booth anywhere in the area I requested.
- * I understand that the State of Missouri requires that any vendor selling items at retail need to possess either a sales tax id number or apply for a Special Events Sales Tax License at least 3 weeks in advance of the event. I understand that is my responsibility and not the responsibility of the Montgomery County Fair to obtain this license.

*** Please sign and return with "Exhibitor Application"***

Name of Business

Printed Name

Date

Phone Number

Signature stating that you accept all terms from
"2024 Exhibitor Rules, Exhibitor Application, the Agreement"