

2024 Guthrie County Fair

August 29 - September 2, 2024

Fair Vendors:

Hello! The Guthrie County Fairboard would like to invite you to exhibit at our fair that is held over Labor Day weekend. Here is the current information about our fair and vendor application. **We have also updated some of the rules, please take a minute to read over them before signing.**

INSIDE VENDORS: Vendors in our Event Center will have booth spaces 8' x 10'. This building is air conditioned and there are electrical outlets. Each booth will have one banquet size table and 2 chairs available. There are no pipes or tarps dividing spaces. You are encouraged to decorate your space as you see fit as long as it is within the space provided. You are welcome to bring additional tables or supplies, as long as they do not extend into the walkways. No tape, tacks, nails, etc. are to be attached to the walls or ceiling. A \$200 fine will be charged if you are in violation of this and you will not be allowed to exhibit in the future at the fair. There is a wood railing on the wall around the building that can be used to hang items with if needed. Hooks are available for the railing, but must be returned after fair!

OUTDOOR VENDORS AND CONCESSION STANDS: Electrical hookups are provided. Outdoor vendors and concessions are encouraged to be open at a minimum the hours listed below. The Fair board does need a few food booths who are willing to be in the grandstand area for the entertainment at night. Please indicate if you would prefer a spot there.

GENERAL INFORMATION: Booth space will be on a **first come basis**. If you are interested in renting a booth space for 2024, please complete the vendor application and return it to the address listed on the form with a check. No free exhibitor passes or wristbands are included with the fees. You will need to purchase them the first day you arrive. Parking is always free on the fairgrounds. You may begin setting up your booth any time after 9 a.m. on Thursday. Note: Thursday is free gate admission and the building will be open to the public at noon that day. Feel free to set up earlier than Friday if you prefer.

Please also note the change in our Fair Secretary. The new Secretary is Emma Vogl, she can be reached at 641-740-0514 or emmagvogl@gmail.com.



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Booth Rental Agreement

_____ agrees to the following provisions for a booth at the 2024 Guthrie County Fair. **Please advise, we have updated our rules, please read all before signing.**

1. Exhibitor/ Vendor agrees to pay the Guthrie County Fair Board a rental fee of:
 - ____ \$50.00 - 8 x 10 Inside booth at Events Center, 1 table and 2 chairs
 - ____ \$50.00 - Outside booth on fairgrounds (Electric only provided)
 - ____ \$300.00 - Concession stand (110/220 amp electric outlet)
 - ____ \$300.00 - Grandstand Concession Stand (110/220 amp electrical outlet)
2. The Health Department will have inspections throughout the week of the fair. This is to maintain the safety of serving food. **FOOD VENDORS, please send proof of insurance with your application!**
3. Exhibitors/ Vendors will be responsible for any and all costs associated with setting up your booth, including, but not limited to display surfaces and clean up. Only the space is provided.
4. Neither the Guthrie County Fair Board nor any of its agents will be responsible for any losses and/or damages that may occur in conjunction with the Guthrie County Fair.
5. No free admission passes will be given with vendor fees paid. They will be available to purchase when you set up on Thursday and Friday. The cost of the pass is \$20.
6. **ALL exhibitors are REQUIRED to stay for the duration of the fair.**
7. The Guthrie County Fair Board reserves the right to revoke this agreement for conduct which does not reflect the views and purpose of the Guthrie County Fair, or

The Guthrie County Fair Board reserves the right to revoke this agreement for conduct which does not reflect the views and purpose of the Guthrie County Fair, or adherence to this booth agreement. Exhibitors/ Vendors not adhering will be asked to leave the premises and future participation will be denied.

The Guthrie County Fair Board will not refund booth fees after August 1, 2024.

Vendor application AND payment are due by July 15th in order to secure a spot.

Exhibitor/Vendor

Address

City/State/Zip

Email address

Cell Phone #

Signature of Exhibitor Representative

Date Signed

Make checks payable to: **GUTHRIE COUNTY FAIR**
Please return completed application with remittance to:
Guthrie County Fair
Attn: Vendors
PO Box 153
Guthrie Center, IA 50115

For fairboard use only

Date Received _____ Check # _____ Amount \$ _____ Receipt # _____