

**CONTRACT FOR SPACE IN THE MERCHANTS DISPLAY BUILDING**

*MORGAN COUNTY FAIR & 4-H CLUB ASSOCIATION*

The Morgan County Fair and 4-H Association has hereby and on the above date rented Merchants building space to conduct a display to:

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BUSINESS OR ORGANIZATION

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NAME OF CONTACT OR REPRESENTATIVE

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ADDRESS

PHONE

EMAIL

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CITY

STATE

ZIP CODE

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NATURE OF DISPLAY (list items to be sold from your booth space.)

**INSIDE SPACE** \_\_\_\_\_ feet - front footage (each space 15' wide x 10'deep)    \$\_\_\_\_\_

**OUTSIDE SPACE** \_\_\_\_\_ feet - front footage (each space 15'wide x approx. 40'deep)\$\_\_\_\_\_

Cost for either inside or outside space: (\$175.00 FOR 15 FEET; Space **ONLY** sold in multiples of 15', with a minimum of 15'. A \$25.00 fee will be imposed for any check returned for insufficient funds.

Total price to be paid with this contract:     \$\_\_\_\_\_

1. A certificate of insurance must be provided by each exhibitor as proof of liability insurance. The Morgan County Fair and 4-H Association shall not be held liable to any exhibitor or any of his employees for any damage done to or sustained by an exhibitor, his exhibit, his employees, or anyone who comes in contact with the exhibit.
2. **NEW! Set up must be completed by 6:00 p.m. on the first Friday of the fair and open to public at 6:00 pm** ,
3. The Merchant Building will open each day at 12:00 noon and close each evening at 10:00 p.m. We do not require that your booth be manned at all times but it must be manned in the evenings when the crowd is on the grounds.
4. In case of severe weather, the Superintendent will announce the closing time. If your booth is on the outside wall, you will be expected to assist in lowering the curtains each evening at closing time and in the case of inclement weather.
5. The Morgan County Fair Board is not responsible for any deliveries made to the fairgrounds for Merchant building vendors. NO deliveries, C.O.D. or otherwise, will be accepted or signed for by any fair board member.
6. The Fair Board will not be responsible for any items left after the building is closed on the final night of the fair at 7:00 p.m. as security will cease at that time.
7. Security will be on the grounds from the first Friday of the fair through the last Saturday of the fair.. Every effort will be made to protect your display; however, ultimately, exhibitors shall be responsible for the security of any and all items in their respective displays.
8. **No subletting will be allowed.** Spaces cannot be shared by two or more exhibitors because of insurance restrictions. No walking concessions will be allowed.
9. **All positive battery terminals must be disconnected. No gasoline, acetylene, inflammable oils, or explosives will be allowed, under any circumstances, in the exhibit.** All gasoline operated equipment such as mowers, weed eaters, chain saws, etc. must be empty and have the caps taped down as per the **State Fire Marshal.**

P.O. Box 1534, 1749 Hospital Drive, Martinsville, Indiana 46151-0534    Email: [morgancofair@att.net](mailto:morgancofair@att.net)    Office: 765-342-9905    Fax: 765-342-0619

# CONTRACT FOR SPACE IN THE MERCHANTS DISPLAY BUILDING

## MORGAN COUNTY FAIR & 4-H CLUB ASSOCIATION

10. All helium tanks must be secured as to prevent falling.
11. No loud speakers, loud speaking devices or undue noises will be allowed.
12. No sale of concession type food or drinks shall be allowed. You may give away free samples or sell sealed food type items. Booths may not sell bottled water, sports drinks, fruit juices, or carbonated drinks. All solicitations for either contributions or sales must be made from within the confines of a booth or display area as authorized by a duly executed contract.
13. No suggestive or obscene material will be allowed. No Items may be exhibited or sold that shoot a projectile or that can be misconstrued as a weapon. The superintendent has the right to ask that offensive items be removed from a display.
14. NO COUNTERFEIT Items are to be SOLD.
15. Aisles must be open (free of display material) at all times. All materials pertaining to your booth including banners must be within your booth space. You are asked to keep your booth space clean and free of debris. Trash containers are provided within the building.
16. All tents, awnings, tarpaulins, canopies, sidewalls, floor coverings, etc., used must be flame resistant in accordance with the Indiana fire code. The state fire inspector may request proof of flame resistance.
17. NO SMOKING is allowed anywhere on Fairgrounds. NO ALCOHOLIC BEVERAGES ARE ALLOWED ON THE FAIRGROUNDS AT ANY TIME. No tobacco products may be sold on the fairgrounds.
18. No animals, birds or reptiles, large or small, are allowed in any rented space during the fair.
19. No Fairgrounds personnel or fairgrounds equipment will be used to set up any of the booths or displays.
20. Exhibitors wishing to stay overnight must camp in the Camping Area only. The fee is \$150.00 for the week of the fair. Reservations and payment must be made with this contract. NO EXCEPTIONS! CAMPING SPACE IS VERY LIMITED! Only one car may be parked with the camper.
21. Two exhibitor parking passes will be given for each rented space (Limit 6).
22. The Fair Management reserves the right to change the foregoing rules and regulations at any time they deem expedient. The Morgan County Fair & 4-H Club Association assumes no liability for loss in any manner.
23. Cancellation policy: If cancelling 10 days or less prior to opening of the fair, you will forfeit 50% of your payment. If within 3 days, you will forfeit 100% of payment.

ANY FAILURE TO COMPLY WITH THESE RULES CANCELS THE CONTRACT AND ALL PAYMENTS ON SAID CONTRACT WILL BE FORFEITED TO THE FAIR BOARD.

Please sign and return contract along with your check, and certificate of insurance. No space will be held without payment.

Approved and accepted by Exhibitor:

Approved and accepted by:

\_\_\_\_\_  
REPRESENTATIVE

\_\_\_\_\_  
PRESIDENT

\_\_\_\_\_  
BUSINESS AND/OR ORGANIZATION

Morgan County Fair & 4-H Club Association, Inc.  
1749 Hospital Drive, PO Box 1534  
Martinsville, IN 46151-0534