

**APPLICATION FOR COMMERCIAL BOOTH SPACE
RAMSEY COUNTY FAIR - JULY 13-17, 2011**

The undersigned hereby requests _____ booth space(s).

Please specify: Inside the building _____ Outside the building _____
_____ \$165.00 for indoor booth approx. 10' x 9'
_____ \$100.00 for indoor booth space - approx. 7.5' x 7.5'
_____ \$150.00 for outside booth space - approx. 12' x 10'
_____ Tables @ \$15.00 (sales tax included)
_____ Chairs @ \$1.25 (sales tax included)
\$ _____ Total Enclosed

No Application will be considered unless accompanied by a deposit of \$50.00. The remaining amount will be due by June 1 along with ST 19 (if you are selling a product) and insurance.

Please Print:

Company Name: _____

Company Address: _____

Name of Contact Person: _____

Address: _____

Phone No. _____

I understand and agree to the conditions shown in the rules and regulations regarding the liability situation and I will sign that statement at the time of setup at the fair if we do not have insurance at the time of the fair.

Signed _____

The above signed acknowledges receipt of a copy of the rules and regulations for booth space rental and agree to be bound thereby.

Complete the following:

Did you have a booth at the 2010 Ramsey County Fair? _____

What is the nature of the product you will be selling or exhibiting?

How much electricity is needed (watts). List your appliances, motors, lights, etc.

***Please see enclosed Fair Schedule.

Return application to: Harry Schmidt

1825 E. Idaho St. #24

St. Paul, MN. 55119

RULES AND REGULATIONS - COMMERCIAL BOOTH EXHIBITORS

All **EXHIBITORS** are expected to abide by the following rules:

**All Exhibitors must be set up by 4:00 p.m. Wednesday, July 13th and be open and “manned” during the listed fair hours. Set up hours and fair hours are shown on the enclosed fair schedule. Carnival operates until about 11:00 p.m. each day.

**No driving or parking will be allowed on the grounds during open fair hours. Booths must be stocked prior to daily opening times. The commercial booths building will be open one hour prior to fair opening so booths can be stocked. Check with fair management for a variance in this rule.

Commercial Exhibits Building will be closed/ locked as close to 10:00 p.m. daily as practical. Outside Commercial Exhibitors may remain open after 10:00 p.m. if they wish, but after opening each day no vehicles will be allowed on the fairgrounds until the fair closes for that day. If the exhibitor desires to close for the day and load stock it must be done after 10:00 p.m. and you need permission from fair management if you need to get your vehicle near your stand.

**2 free parking passes for the main parking lot will be given to each exhibitor(per booth).

**The Fair Board reserves the right to refuse booth space applied for, and the discretion of the Fair Board is final. If you are assigned a booth space that you will not accept you must notify Harry Schmidt within seven days of the date of the letter (letter usually sent by June 10th) from the Board assigning the space, or your assignment of space will be considered final and no refunds made. Once the Fair has started, no refund will be made in any event.

** Electricity is included (limit 2 connections – max. 20 amps) with the price of the booths that are located in the commercial booth building. We will try to provide electric for booths that are located outside when possible.

** Your exhibit can be taken down after 8:30 p.m. on Sunday or on Monday morning, July 18th, however, there will be police protection only on Wednesday through Saturday nights. The building will be locked during closed hours, but merchandise, supplies, equipment, etc. left in booths before, during, or after the Fair is left at your own risk.

**No tables or chairs will be provided unless ordered. No alcoholic beverages are allowed in the booth and each exhibitor(s) is limited to the use of the immediate area in front of his booth.

****The vendor agrees to defend, hold harmless and indemnify the County, the County Fair Board, their officials, agents and employees from any and all liability, loss or damage they suffer as a result of any claims, demands, judgments or costs, including reasonable attorneys fees, arising out of or related to the Vendor's performance at the County Fair.**

In order for the vendor to comply with the above statement – you have 2 choices. One, if you do not have insurance you will be asked to sign a statement with the underlined information above at the time of booth set-up. Second option, is to purchase insurance or you may have it at this time. It is recommended that you purchase General Liability insurance with minimum limits of:

\$750,000 each event

\$1,000,000 general aggregate

\$1,000,000 products/completed operations

\$750,000 personal injury and advertising

If you do obtain insurance, the vendor shall provide the Fair Board with a certificate of insurance evidencing such coverage and naming Ramsey County, Ramsey County Fair Board, Ramsey County Park and Recreation Department and its officials and employees, as additional insureds.

** If you are going to sell a taxable product at the fair you must complete a state form ST 19 which indicates that you have a sales tax number. Send that in with your final payment by June 1.

** The Fairgrounds is located at 2020 White Bear Ave. (corner of Frost Av. and White Bear Av.) in Maplewood.

** Use our web site – ramseycountyfair.com for a commercial booth application and for other information about the fair.

** **Previous Year Exhibitor:** you will have first priority to obtain a space when selling the same product – if you do not register by April 1 that space/product will be available to anyone else.

** For more information call Commercial Booth space superintendents, Catherine Dahir - (651) 815-5310 or Harry Schmidt (651) 482-1094 After June 1st you may call the county fair office, (651) 770-2626, to schedule a visit of the grounds and commercial booth building if you wish.

SCHEDULE FOR THE COUNTY FAIR - July 13-17, 2011

Tuesday	July 12	10:00 a.m. – 8:00 p.m. Exhibitors may set up
Wednesday	July 13	9:00 a.m. – 4:00 p.m. - Exhibitors may set up
Wednesday	July 13	5:00 p.m. – 11:00 p.m. - Fair open (Blds. close at 10:00)
Thursday	July 14	5:00 p.m. - 11:00 p.m. - Fair open (Blds. close at 10:00)
Friday	July 15	Noon - 11:30 p.m. - Fair open (Bldgs. close at 10:00)
Saturday	July 16	Noon - 11:30 p.m. - Fair open (Bldgs. close at 10:00)
Sunday	July 17	Noon - 9:00 p.m. - Fair open
Sunday	July 17	8:30 p.m. - 10:30 p.m. - Exhibitors take down booths or on
Monday	July 18	8:00 a.m. - 10:00 a.m. - Exhibitors take down booths