

# Cannon Valley Fair

PO Box 384  
Cannon Falls, MN 55009  
507-263-3548

## Commercial Building Space Rental Request 2012

Fair Dates: June 30<sup>th</sup> - July 4<sup>th</sup>, 2012

### PLEASE PRINT

NAME OF BUSINESS \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ PO Box \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

DATE \_\_\_\_\_ TELEPHONE \_\_\_\_\_

NAME OF PERSON MAKING REQUEST \_\_\_\_\_

PRODUCT(S) TO BE SOLD OR DISPLAYED: \_\_\_\_\_

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**IMPORTANT:** Please **include** your **payment**, a **certificate of insurance** naming CVF as additional insured and the **Sales Tax Form ST-19** with this **request form**. Return completed forms to: **Cannon Valley Fair, PO Box 384, Cannon Falls, MN 55009**

**Building Hours: 11:00 AM to 10:00 PM Daily**

**\*\*\*\*\*Send in your information before April 1, 2012 and take advantage of the early bird rate.\*\*\*\*\***

Booth size in the exhibit building is 8' x 10". Rental includes pipe and drape & **two gate passes**. Additional passes can be purchased for \$8.00 each. Electrical is available.

**Before April 1<sup>st</sup> 2012, rent first booth for \$125.00, Additional booths for \$100.00 each.**

**After April 1<sup>st</sup>, first booth is \$150.00, additional booths are \$125.00 each.**

First booth @ \_\_\_\_\_ \$ \_\_\_\_\_

Additional booths  X \_\_\_\_\_ \$ \_\_\_\_\_

Additional gate passes needed # \_\_\_\_\_ @ \$8.00 each . . . . . \$ \_\_\_\_\_

Camp site needed # days \_\_\_\_\_ X (\$10 with electrical or \$5 without) . . \$ \_\_\_\_\_

Total Amount Enclosed \$ \_\_\_\_\_

The sheet of rules and explanations attached to this form are part of this contract. The CVF board reserves the right to refuse to accept any exhibitor who, in their judgment, does not meet the standard of the CVF. I, the undersigned agree to indemnify and hold harmless the Cannon Valley Fair Association, Cannon Valley Fair Board and all persons connected with this event for any and all liability claims and damages arising from use of the assigned space.

Vendor's  
Signature \_\_\_\_\_ Date \_\_\_\_\_

For Office Use Only: Date Paid \_\_\_\_\_ Check Number \_\_\_\_\_ Confirmation Sent \_\_\_\_\_

All forms completed \_\_\_\_\_

# Cannon Valley Fair

PO Box 384  
Cannon Falls, MN 55009  
507-263-3548

## Food Vendor Outdoor Space Rental Request 2012

Fair Dates: June 30<sup>th</sup> – July 4<sup>th</sup>, 2012

**PLEASE PRINT**

DATE \_\_\_\_\_ TELEPHONE \_\_\_\_\_

NAME OF PERSON MAKING REQUEST \_\_\_\_\_

NAME OF BUSINESS \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ PO Box \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PRODUCT(S) TO BE SOLD OR DISPLAYED: \_\_\_\_\_

**IMPORTANT:** Please **include** your **payment**, a **certificate of insurance naming the CVF as additional insured** and the **Sales Tax Form ST-19** with this request form. Return completed forms to: **Cannon Valley Fair, PO Box 384, Cannon Falls, MN 55009-0384**

FRONT FOOTAGE REQUIRED: \_\_\_\_\_ FEET X \$15.00 = AMOUNT DUE: \$ \_\_\_\_\_

Utility Assessment (garbage and electrical) . . . . . \$50.00

Additional gate passes needed . . . . . # \_\_\_\_\_ @ \$8.00 each \$ \_\_\_\_\_

Please include a \$25.00 charge for **each** supply truck that requires electrical hookup . \$ \_\_\_\_\_

Camp site needed # days \_\_\_\_\_ X (\$10 with electrical or \$5 without) . . \$ \_\_\_\_\_

Total Amount Enclosed \$ \_\_\_\_\_

Space is along main pedestrian traffic lanes. Please state your **electrical requirements**. Electric hook-up includes 2-120 volt outlets or 1-120V and 1-220 V Additional hookups may require an additional charge. All electrical cords must be heavy duty with Ground Fault Circuit Interruption. No one other than the authorized Fair electrician will be allowed to perform any electrical hookups or wiring of any equipment. Each unit will be inspected by the state electrical inspector and will not be allowed to be energized unless it has a current state of MN sticker. If you need special electrical needs please let us know ahead of time so we can better accommodate your needs. Cost for special electrical work or extra hookups is at your expense.

### Electrical requirements

Be sure to include space for tent stakes, spare tires attached to vehicle, space for doors to open, awnings, hitches, maneuvering, etc. The price is for all four days of the fair. Two fair passes are included with each space rental. The sheet of rules and explanations attached to this form are part of this contract. The CVF board reserves the right to refuse to accept any exhibitor who, in their judgment, does not meet the standard of the CVF. I the undersigned agree to indemnify and hold harmless the Cannon Valley Fair Association, the Cannon Falls Fair Board and any and all persons connected with this event for any and all liability claims and damages arising from use of the assigned rented space.

VENDOR'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

For office use only: Date Paid \_\_\_\_\_ Check Number \_\_\_\_\_ Confirmation mailed \_\_\_\_\_

Forms complete \_\_\_\_\_

**Cannon Valley Fair**  
**“The Home Town Fair”**  
June 30-July 4, 2012  
PO Box 384  
Cannon Falls, MN 55009  
507-263-3548

**RULES & REGULATIONS**

**Please Read Carefully and Retain for Your Records**

- Please send a check for full payment of rental space by April 1, 2012 for reduced rates.
- The fair office will be open from 8 AM to 10:30 PM each day of the fair.
- The state requires us to have a sales tax form ST-19 on file for all vendors.
- Please return certificate of insurance in the amount of \$1.5 million dollars listing the Cannon Valley Fair as additional insured.
- Vendors are only permitted to sell or give away items listed on the contract. Please make sure your contract is correct. CVF reserves the right to restrict sale of certain items.
- Sound systems must be used in a manner that does not disturb others in the area.
- Waste containers are provided throughout the grounds and are to be used for all waste. Cardboard should be collapsed and left by garbage containers.
- Food Vendors must police the area around your booth to help us keep the grounds looking good at all times.
- Food vendors are required to have fire extinguishers in each concession stand. Minimum required is 2A10BC. A 40C fire extinguisher is recommended for deep fry stands.
- Truck and extra vehicle parking is provided just north of the sheep barn. Please park all extra vehicles in this area. Electrical hookups for supply trucks are available in this area. Charge for each truck is \$25.00
- Limited space is available for campers. Sites with electric are \$10.00 per day. For sites with no service the charge is \$5.00 per day. These spaces will be assigned on a first come basis. Private camp grounds in our area are: Cannon Falls Campground 507-263-3145 (3 miles from fairgrounds) or Lake Byllesby Campground 507-263-4447 (5 miles from fairgrounds)

**SET UP TIMES:** Please check at the office upon arrival.

**Food vendors:** June 29<sup>th</sup> 8 AM - 8 PM or June 30<sup>th</sup> 8 - 9 AM

Contact the fair office if you need a time not listed.

**Outside Non-Food Exhibits & Building Exhibits:** June 29<sup>th</sup> 8 AM – 8 PM or June 30<sup>th</sup> 8-10 AM

**HOURS:**

**Exhibit Hours for Food Vendors** Daily 11:00 AM to 10:00 PM

Vendors may choose to open earlier and close later.

**Building and non-food exhibits hours** 11 AM to 10 PM

Exhibits must remain in place until 6 PM on July 4<sup>th</sup>

# Cannon Valley Fair

PO Box 384  
Cannon Falls, MN 55009  
507-263-3548

## Outside Non-Food Space Rental Request 2012

Fair Dates: June 30<sup>th</sup> – July 4<sup>th</sup>, 2012

PLEASE PRINT

DATE \_\_\_\_\_ TELEPHONE \_\_\_\_\_

NAME OF PERSON MAKING REQUEST \_\_\_\_\_

NAME OF BUSINESS \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ PO Box \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PRODUCT(S) TO BE SOLD OR DISPLAYED: \_\_\_\_\_

**IMPORTANT:** Please include your **payment**, a **certificate of insurance** naming CVF as additional insured and the **Sales Tax Form ST-19** with this **request form**. Return completed forms to: **Cannon Valley Fair, PO Box 384., Cannon Falls, MN 55009**

Footage required (total of three sides) \_\_\_\_\_ Feet X \$10.00 = Amount Due\$ \_\_\_\_\_

Utility Assessment (includes garbage and one electric hookup) . . . . . **\$20.00**

Additional gate passes needed . . . . . # \_\_\_\_\_ @ \$8.00 each \$ \_\_\_\_\_

Camp site needed # days \_\_\_\_\_ X (\$10 with electrical or \$5 without) . . \$ \_\_\_\_\_

Total Enclosed \$ \_\_\_\_\_

TYPE OF STAND: TENT VAN TRAILER MOTORHOME OTHER SIZE: \_\_\_\_\_

Space is along main pedestrian traffic lanes and about 20 feet deep. 120 volt outlets are available.

Be sure to include space for tent stakes, spare tires attached to vehicle, space or doors to open, awnings, hitches, maneuvering, etc. The price is for all five days of the fair. **Two fair passes will be included with each rental space. Additional passes can be purchased at the fair office for \$8.00 each.**

The sheet of rules and explanations attached to this form are part of this contract. The CVF board reserves the right to refuse to accept any exhibitor who, in their judgment, does not meet the standard of the CVF. I, the undersigned agree to indemnify and hold harmless the Cannon Valley Fair Association, the Cannon Falls Fair Board and any and all persons connected with this event for any and all liability claims and damages arising from use of the assigned rented space.

Vendor's Signature \_\_\_\_\_ Date \_\_\_\_\_

For Office Use Only: Date Paid \_\_\_\_\_ Check Number \_\_\_\_\_ Confirmation Sent \_\_\_\_\_  
Forms Complete \_\_\_\_\_