

Cannon Valley Fair

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

COMMERCIAL BUILDING Space Rental Request 2017

Fair Dates: July 1st - July 4th, 2017

PLEASE PRINT

NAME OF BUSINESS _____

STREET ADDRESS _____ PO Box _____

CITY _____ STATE _____ ZIP CODE _____

DATE _____ TELEPHONE _____

NAME OF PERSON MAKING REQUEST _____

LIST ALL PRODUCT(S) TO BE SOLD OR DISPLAYED: _____

EMAIL ADDRESS: _____

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

COMMERCIAL BUILDING SPACE

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

To reserve space, CONTRACT AND PAYMENT DUE BY MARCH 1, 2017

Booth size in the exhibit building is 12' x 12'. Rental includes pipe and drape & two gate passes. Additional passes can be purchased for \$10.00 each. Electrical is available.

Booth Rental @ \$125.00	\$ _____
Additional gate passes needed # _____ X \$10.00 each	\$ _____
Camp site needed @ \$75.00 for July 1-4 (includes electric)	\$ _____
Contract completion deposit (refunded if booth intact at 9pm on July 4 th)	\$ <u>50.00</u>
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 2017 Fair Dates: July 1st – July 4th, 2017

PLEASE PRINT

DATE _____ TELEPHONE _____

NAME OF PERSON MAKING REQUEST _____

NAME OF BUSINESS _____

EMAIL ADDRESS: _____

STREET ADDRESS _____ PO Box _____

CITY _____ STATE _____ ZIP CODE _____

LIST ALL 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:
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FRONT FOOTAGE NEEDED : _____ FEET X \$18.00 = \$ _____

Additional gate passes needed # _____ X \$10.00 = \$ _____

Supply truck requiring electrical hook up @ \$75.00 for July 1-4 = \$ _____

Camp site needed @ \$75.00 for July 1-4 (includes electric) = \$ _____

Contract Completion Deposit (refunded if booth intact at 9pm on July 4th) = \$ 50.00

Total Amount Enclosed \$ _____

Space is along main pedestrian traffic lanes. 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. 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. 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. **Two gate passes are included in space rental. Additional passes are available for \$10.00 each.**

VENDOR'S SIGNATURE _____ DATE _____

For office use only: Date Paid _____ Check Number _____ Confirmation mailed _____
Forms complete _____

Cannon Valley Fair

"The Home Town Fair"

July 1- 4, 2017

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 MARCH 1, 2017.
- 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. They must dispose of used cooking oil and containers properly.
- 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 \$75.00 for the entire fair.
- Generators are not allowed without prior approval of the Cannon Valley Fair Board.
- Limited space is available for campers. Sites with electric are \$75.00 for July 1-4. 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 30th 7 am - 5 pm

Outside Non-Food Exhibits & Building Exhibits: June 30th 7 am – 5 pm

HOURS:

Exhibit Hours for Food Vendors: July 1st 1 pm to 10 pm and July 2nd – 4th 11 am to 10 pm

Vendors may choose to open earlier and close later.

Building and non-food exhibits hours July 1st 1pm – 10 pm and July 2nd – 4th 11 am to 10 pm

Exhibits must remain in place until 9 pm on July 4th

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Outside Non-Food Space Rental Request 2017 Fair Dates: July 1st – July 4th, 2017

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DATE _____ TELEPHONE _____

NAME OF PERSON MAKING REQUEST _____

EMAIL ADDRESS: _____

NAME OF BUSINESS _____

STREET ADDRESS _____ PO Box _____

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To reserve space, CONTRACT AND PAYMENT DUE BY MARCH 1, 2017

One Space (Max width 15-20 Feet) with 110 V Electric X \$75.00 = \$ _____

One Space (Max width 15-20 Feet) without electric X \$50.00 = \$ _____

Additional gate passes needed # _____ X \$10.00 each = \$ _____

Contract completion deposit (refunded if booth intact at 9 pm on July 4th) = \$ 50.00

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 four days of the fair. **Two fair passes will be included with each rental space.**

Additional passes can be purchased at the fair office for \$10.00 each.

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Forms Complete _____

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