

Henderson County Fair 2019

DATES: Friday July 12 and Saturday July 13th

HOURS: 2:00 p.m. – 9:00 p.m.

Vendor - Exhibitor Contract

The vendor-exhibitor agrees to pay a non-refundable booth fee of \$30.00 + \$20.00 for each additional space to participate in the Henderson County Fair, **July 12 & 13, 2019** being held at the **County Fairgrounds**.

GPS address is: 383 Sam Ball Way, Henderson, KY 42420.

Vendor-Exhibitor will be responsible for supplying table or tent, which may be up to a 10 x 10 spot. Vendors will be responsible for any sales tax incurred if you are selling a product. We will be advertising via social media, newspaper, and fliers throughout area businesses. Please provide any logo or description of your services for us to advertise for you!

**PAYMENT IN ADVANCE REQUIRED BEFORE ENTRANCE TO FAIRGROUNDS
NO EXCEPTIONS**

PLEASE READ ALL THE INFORMATION LISTED BELOW

General Information and Contract Agreement

Dead line for reservations July 8, 2019. If deadline is not met, we cannot guarantee space.

1. Book your space now! Booths are available on a first come first serve basis.
2. No repeat direct seller vendors.
3. Two (2) vendor passes, one (1) vehicle parking permit will be issued per booth rental.
NO EXCEPTIONS
4. Exhibitors are responsible for manning their booth during operational hours. No fire, flame grilling, or cooking permitted in your booth.
5. Check-in time for vendors will be Friday from **10:00 a.m. -12:00 p.m. at GATE #3**. All vendors will enter and exit through **GATE #3**. You may not enter the fairgrounds without checking in and receiving your admission bracelets and vehicle permit.
6. Booth set-up available Friday from **10:00 a.m. -12:00 p.m.**; Saturday from **10:00 a.m. -12:00 p.m.** ONE (1) vendor vehicle will be provided a vehicle parking permit. **Absolutely NO additional vendor vehicles are allowed on fairgrounds after 1:00pm.**
7. Please have your vendor vehicle parked in **designated vendor parking area no later than 1:30 p.m.** Make sure the issued VENDOR VEHICLE permit is clearly displayed on the dashboard showing your Booth#. Any vehicle parked in designated vendor parking area, **without** identifying permit will be towed at the owners' expense. **NO EXCEPTIONS**.
8. Exhibitor agrees to indemnify and hold harmless Henderson County Fiscal Court, Henderson County Parks & Recreation, Henderson County Fair Inc., and its members for any damages and/or liability arising out of injury, theft or personal property losses during said event.
9. Vendor booth space inside Exhibit Hall is limited. Outside booths have limited electricity, if any. If you request a booth with electricity there will be a \$5.00 fee per space.
10. Please be responsible and keep your booth area clean and visually appealing!
11. Please make arrangements with any staff event personnel if you need help with restocking during operating hours. There will be contact numbers in your vendor packet for this purpose. We will be happy to work with you on this within reason.
12. All vendors will enter and exit through GATE #3. NO vehicles without a vehicle permit will be allowed to enter fairgrounds during operating hours. **ABSOLUTELY NO EXCEPTIONS**.

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Vendor/Business Name: _____

PRODUCT or CRAFTS: _____

Contact Name: _____

Email: _____

Cell Phone: _____ Address: _____

10 X 10 Booth rental (1) \$ 30.00 Additional Booths # spaces ___ x \$20 = \$ _____

Booth with Electric will have a \$5.00 additional fee per space

Example: 10 X 10 Booth rental (1) \$ 30.00/ Additional Booths # spaces 1 x \$20 = \$ 50.00

The undersigned has read the attached Vendor-Exhibitor Contract rules and regulations and freely accepts the attached conditions.

Vendor Signature _____ Date: _____

Please enclose signed vendor form and check. Make check payable to:

"Henderson County Fair, Inc." and mail to:

Henderson County Fair, Inc.
Attn: Vendor - Exhibitor Contract
P.O. BOX 843
Henderson, KY 42419-0843

QUESTIONS? Please e-mail: hendersoncountyfair@gmail.com
hcfbnorman@gmail.com
270-454-8157 or 270-454-0254