

**MORRISON COUNTY FAIR OF LITTLE FALLS**  
**JUNE 22-24 2023**

Firm, Organization or Individual Name \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip Code \_\_\_\_\_

Person responsible for application \_\_\_\_\_

*Contracts and all correspondence will be sent to this person.*

Business phone \_\_\_\_\_ Home phone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail Address (optional) \_\_\_\_\_



**Exhibit purpose – products or services to be displayed or sold** (use back side or submit support materials as necessary)

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**Inside:** Commercial Exhibit Building 8' x 10' ( ) **\$100 for each indoor space** (table provided)

**Outside: \$80 for each**  
Size desired (frontage and depth) \_\_\_\_\_ frontage X \_\_\_\_\_ depth (minimum)  
*Space size must include all awnings, tie-ons, overhangs, trailer hitches, etc.*

**Anticipated electrical circuits needed:**  
120 volt, 15 amp ( ) 240 volt, 50 amp ( ) Other

**Will you need a water hook-up?** Yes \_\_\_\_ No \_\_\_\_\_ **Water Hook-up not guaranteed**

I/We have read and agree to follow the exhibitor rules and regulations as outlined by the Morrison County Agricultural Society for exhibiting at the 2023 Morrison County Fair.

Enclosed is a check payable to the Morrison County Agricultural Society in the amount space requested above : \$ \_\_\_\_\_ (we do not accept credit cards at this time)

Return to:  
lfmcfair@gmail.com  
Morrison County Agricultural Society  
P.O. Box 177  
Little Falls, MN 56345  
Phone (320) 632-1040

Office use only: Date Received \_\_\_\_\_

## RULES AND REGULATIONS FOR COMMERCIAL EXHIBITORS



### AT THE MORRISON COUNTY FAIR IN LITTLE FALLS, MINNESOTA

1. Exhibitor spaces are not transferable
2. The exhibitor accepts full responsibility for all liabilities for damages to persons or property arising out of his/her use and occupancy of these premises.
3. The Morrison County Agricultural Society (Fair Board) will not be responsible for any loss by theft, fire, accident, or act of God.
4. Exhibitors will provide their own extension cords.
5. The exhibitor will not interfere with other exhibitors by activity beyond the space rented or by nuisance such as excessive volume on a public address system, musical instruments, bright lights, etc.
6. Applications for space must be paid in full. If for any reason, the designated bank returns a check; a

fee of \$30.00 will be charged to the Exhibitor. Failure to comply after receiving notification will automatically cancel the contract with no refunds being made, unless the Fair has approved other arrangements. Contracts returned, as "undeliverable" by the Post Office will be canceled.

7. Refund of any amount paid by the Fair by the Exhibitor will be at the Fair's sole discretion.

8. The Fair Board reserves the right to cancel or deny any application by refunding the fee and indicating the reason for the denial or cancellation of the application.

9. General liability insurance coverage naming the Morrison County Agricultural Society as additional Insured is required of Exhibitor; insurance policy for Exhibitor selling any product must include product liability coverage. Insurance must cover all Exhibitors' activity on the Morrison County Fairgrounds. Certification of Insurance may be returned with this Agreement, but must be provided to the Fair no later than Saturday, June 16, 2023. If you are a small at-home business you are probably covered under your homeowner's policy.



10. Exhibitors will keep their areas neat and clean.

**11. Commercial exhibit hours will be Thursday 12:00-9:00 p.m., Friday from 10:00am to 10:00 p.m. Exhibit hours for Saturday will be 10:00 a.m. to 10:00 p.m. and Saturday booths will be released after 10 pm. All exhibit booths must be accessible during the hours the fair is open for public viewing.**

12. All exhibits must remain intact and staffed until 10 p.m. on Saturday. (Sunday teardown will also be available)

13. Exhibits may be set up on Wednesday starting at 5:00 p.m. and must be completed by 12:00 noon Thursday, this is the official opening of the Fair. (may set up early by appointment) 320-632-1040  
**NO Driving on tar/ walking paths during fair operation hours.** If requiring restock of products for your booth please do so before fair operation hours or by non-motorized equipment.

14. Exhibitors will need to fill out and send in ST19 form

## **MINNESOTA STATE BOARD OF ELECTRICITY MORRISON COUNTY FAIR ELECTRICAL SAFETY CODE REQUIREMENTS**

Each stand, tent, trailer, ride or other display or concession wanting electricity must have a fuse or circuit breaker type of disconnect to open up or shut off all hot lines of power. If exposed to the weather, it must be a rain-tight style of disconnect. This disconnect must be located within sight and within 6' of the operator's station.

All cords are required to be listed for extra-hard usage, wet location, sunlight resistant type SE, SEO, SOO, ST, STO, or STOP of at least #12 gauge copper wire with a ground wire and grounded cord caps.

Cords are not allowed to be spliced, cracked, or to have any outer covering missing.

Cords are not allowed to be driven over.



Cord plugs and cord connectors are not permitted to lay on the ground.

Cords must be continuous from the distribution box to the concession and must not consist of several short cords plugged together.

Flexible cords or cables run on the ground, where accessible to the public, shall be covered with approved non-conductive mats. Cables and mats shall be arranged so as not to present a tripping hazard.

All metal boxes, lights, motors, appliances, and other electrical equipment must be grounded! Clamp on type lights with metal reflectors are not permitted unless the reflector is grounded at the factory.

Every stand, tent, trailer, ride, display, or concession will be inspected at the Morrison County Fairgrounds  
by a Minnesota State Board of Electricity Electrical Inspector.

Code violations: Non-complying installations shall be immediately disconnected when so ordered by the Electrical Inspector. Energizing any equipment without complying with the Electrical Requirements will be considered cause for legal action by the Minnesota State Board of Electricity.

Call Central Minnesota Electric, Inc. at (320) 632-3946 if you have any questions about the above electrical requirements.

I have read, understand, and agree to comply with the above listed Electrical Safety Code Requirements.

Signed \_\_\_\_\_ Date \_\_\_\_\_



**Commercial exhibit hours will be.....**

**Thursday from 12:00-9:00 p.m.**

**Friday from 10:00am to 10:00pm**

**Saturday will be 10:00 a.m. to 10:00 p.m.**

**Booths must stay open until 10:00p.m. release time.**

**Sunday release is also available.**

**All exhibit booths must be accessible during the hours the fair is open for public viewing.**

All exhibits must remain on the grounds until 8am. on Sunday morning.

Exhibits may be set up on Wednesday starting at 5:00 p.m. and must be completed by 12:00 noon Thursday; this is the official opening of the Fair. (May set up earlier by appointment) 320-632-1040

**NO Driving on tar/ walking paths during fair operation hours.**

If requiring restock of products for your booth please do so before fair operation hours or by non-motorized equipment.

Each Exhibitor will receive a Vendor parking. You may unload your items in the building or outdoor space.

**NO Driving on tar/ walking paths during fair operation hours.**

If requiring restock of products for your booth please do so before fair operation hours or by non-motorized equipment.



\*\*\*\*\* NEW this year due to full capacity **ALL VENDORS will park on the south side** of the main entry road after unloading products (due to vendors running over concrete block planters and hit & runs last year.) Signs will be posted. **Only 4-H food building workers will park behind exhibit building and food building** for safety.

## **Watch for Vendor Parking Signs**

