

BONNER COUNTY FAIR  
**BOUNTY OF  
THE COUNTY**  
AUGUST 21-24, 2019

REGULATIONS FOR EXHIBITOR SPACE  
BONNER COUNTY FAIR

2019

1. No sale or distribution of merchandise shall be permitted at the Bonner County Fair, including printed or written material, except for properly permitted fair booth and permission of the Fairboard. Violation of this rule may result in revocation of permission to remain on the Fairgrounds. Sale of merchandise requires the booth tenant to pay a commercial fee. You are also required to file Idaho Sales Tax Declaration Form ST-124, available in the Fair Office. These forms need to be complete and filed at the fair office. State tax is 6%, City Tax is 1%.
2. Requests for space can be made at the beginning of the year by calling the Fair office at 208-263-8414. Applications will be mailed out approximately Jan 31st. Any empty booths or spaces will be assigned on a first come, first serve basis. *\*Requested space will be received, not guaranteed.*
3. **Rental fee and the refundable deposit** must be included with the application and returned by July 1 to reserve space. Please write Separate Checks payable to the Bonner County Fair. You will be notified by letter concerning acceptance of application and allocation of space after July 24. If space is unavailable, you may be short listed in case of a late cancellation.
4. No refunds will be made. Those who have rent/deposit on hold in the case space become available will receive their refunds after the fair. If space is assigned and a display is not put up, rents are forfeited. When all objects have been removed from walls, floors and the booth has been swept, your deposit will be destroyed by the Fair Office. If the booth has not been cleaned to Fair specs the check will be cashed. You may call the week after the Fair to verify the status of the deposit.
5. Those that are assigned space and put up a display are required to maintain the exhibit until 9:00 p.m. on Saturday of the fair. Failure to do so may eliminate your booth from priority consideration at future fairs.

**\*Set-up Hours in 2019\***

6. The main exhibit building will be open, Monday 8/19, 11am to 6:30 p.m. and Tuesday 8/20, 7:30 am to 11 a.m. for setting up all exhibitors' booths. Outdoor booths may set up all day Tuesday 8/20 from 11:30am - 7:30pm. Displays must be in place by 8:00 am on Wednesday. Judging of the booths will be 8:00 a.m. Wednesday. Only Superintendents and Judges wearing ID badges are allowed in MEB and SW during the judging on Tuesday and Wednesday morning between 8-10am.
7. All displays & booths must be open to the public August 21-24, during the following hours; Wednesday and Thursday 10 a.m. to 8 p.m., Friday 10 a.m. to 9:00 p.m., and Saturday 10 a.m. to 9 p.m. Do not take down on Saturday evening. Exhibit checkout and booth breakdown takes place Sunday and Monday, 8 a.m. - 12 Noon.
8. Premiums will be paid on Sunday and Monday after fair in the Fair Office 8 a.m. to 12 Noon. No premiums will be paid after 12 Noon on Monday.
9. Inside display space has 3 walls; side walls are approximately 4' high. There are only 16 spaces that have all walls that are approximately 8' feet tall. Be sure to remove all thumbtacks, staples, pens, etc when booth is dismantled. Panels may not be painted. Everything must be removed. Your indoor space is only a blank shell - the Bonner County Fair does NOT provide TABLES or CHAIRS, please bring all of your own items.

10. Outside space is space only. Your outside display must be finished. It can be skirted, covered, or painted. No unfinished wood please. Please make your space look professional. You must set-up in your assigned space. *\*Please Note: We have done our absolute best to thoughtfully accommodate electrical and space requests. We have considered when your applications and payments were submitted. Requested space will be received and considered, but CANNOT be guaranteed.*
11. Be prepared to bring a small ladder or stool to decorate. Please, do not stand on the folding chairs. Small ladders are available in the fair office for check out. You need to bring your own tables, panels, lattice panels, decorations, etc.
12. No loudspeakers or PA systems allowed in the booths or outside display spaces. All displays must be in good taste.
13. Balloons may be used in the Main Exhibit Building only.
14. You must have someone in your booth if you are distributing literature. Do not leave brochures free choice.
15. Please keep the visitors to your booth from impeding the flow of foot traffic.
16. It is fair policy to limit political parties to one booth per political party. No form of campaigning permitted except in the political fair booth.
17. Bonner County Fair does provide security, but will not be held responsible for any losses or damages to items displayed. All booths are entered at the owner's risk.
18. Our Fair Board has made the decision to not allow raffles this year for commercial or non-profit booths.
19. Keep your area clean during fair.
20. Smoking is restricted to designated areas only.
21. Vendors will receive one Parking Pass for Fair Week per booth. Additional passes may be purchased for \$10 for the week, or \$3 each day.
23. Animals are not allowed in the Main Exhibit Building, except for certified service animals per ADA regulations.