



Request for Commercial Exhibit Space

The 63rd Annual Montgomery County Fair will begin on Friday, March 27, 2020 and continue through Sunday, April 5, 2020. Commercial exhibitors will be able to move-in Thursday, March 26th no earlier than noon and must be set-up by 5 p.m. Exhibitors will be given the option to tear-down on Sunday, April 5th **no later than 10 a.m.**; if you choose to stay after 10 a.m. you must wait until 6 p.m. to begin tearing down. You must be completely moved out by noon on Monday, April 6th.

Activities during the Fair including rodeo events, concerts, livestock shows and a Barbeque Cook-off attract many visitors and potential customers for commercial exhibitors.

This form is neither an offer nor guarantee for space. Spaces are confirmed at the discretion of the Montgomery County Fair Association. Upon receiving your request along with 2 display photos (optional), the Montgomery County Fair Association will review each request. **Request for Commercial Exhibit Space forms are due to the Fair Office by February 28, 2020.** A written response indicating receipt of the request will be sent to all requesting commercial exhibit space. After review and approval, a letter of confirmation, rules, lease agreement and insurance information will be sent to the exhibitor. **The executed contract, proof of insurance, release of liability and indemnity agreement, and payment MUST be submitted to the Fair Office by February 28, 2020.**

Company Name: _____
Contact Name: _____ Title: _____
Email: _____ Phone: _____
Address: _____ City: _____ ST: _____ Zip: _____
Federal Tax ID #: _____ Insurance Provider: _____
Gen. Liability Coverage Amt: \$ _____ (must be at least \$50,000 General Liability)

Booth Space: Commercial tent is provided by the MCFA. *Not climate controlled!*

- 10'X10' booth = \$600
- 10'X20' booth = \$1,100

Trailer Space: If you will be selling from a trailer, please provide the dimensions:

(Total display area) Front footage: _____ Depth: _____

- 30' pull-in = \$1,000
- 50' pull-in = \$1,500 (For larger or lesser space, pricing will be adjusted)

Tents for Outdoor space: Tents will be provided by MCFA at your request and will be charged to you in conjunction with your commercial exhibit space. **No outside tents will be permitted.**

I would like to rent a tent with my trailer space: 10x10 = \$175 4-sided walls included = \$225
 10x20 = \$275 4-sided walls included = \$350
 20x20 = \$350 4-sided walls included = \$450

Electricity: **ONE 110V plug is included with each booth** For trailer exhibit electrical needs and any additional electricity needed, it must be *purchased thru 3 Phase Rentals by March 2, 2020. (Order form will be sent with contract once space is approved by the MCFA)*

I understand that I will be required to provide proof of insurance listing the Montgomery County Fair Association as additional insured.

Signature of Applicant Printed Name Date

Please give a brief description below of proposed items to be sold/displayed.

Once your information has been reviewed and approved, a contract will be emailed to be executed and returned. Should you have any questions, please contact Amber Foxworth in the Fair Office at 936-760-3631 or amber@mcfa.org.