CENTRAL STATES FAIR

COMMERCIAL EXHIBIT APPLICATION

August 18-26, 2017

☐ Commercial Vendor

Area B Grass: $550/booth (10w x 25d) $_____

Area C Grass: $350/booth (10w x 25d) $_____

Soule & Bridger Steel Buildings: **(Air Conditioned)**

$300/booth (10 x 10) $_____

$325.00 / Corner Booth $_____

☐ Food Vendor

Concession Space (1 - 18) Fee:

$1,500/space plus electricity**

Include menu with application

I am a returning Vendor_____

TOTAL Fees:$_____

Actual booth/trailer dimension/space footage needed:_____

**** Applications are due by June 5th , 2017****

Preference will be given to returning vendors.

Company Name:_____

Contact Person: _____

Mailing Address: _____

City: _____State: _____Zip: _____

E-Mail Address: _____

Phone: _____Cell: _____ Fax: _____

Describe your booth operation by marking all that apply:

☐ Demonstration Booth ☐ Retail Product

☐ Give Away Samples ☐ Give Away Literature

Leased space(s) shall be used for display of exhibits described below and no other purpose. The Fair may declare this lease null and void if exhibitor uses space for any purpose other than contracted. The Fair reserves the right to reject any application. By signing, you hereby grant permission to Central States Fair to use any photographs, videotapes or other recordings of your booth without reserve. Please name and describe all items or services to be sold, exhibited or given away.

_____

_____

_____

If you are a returning exhibitor, would you like to retain your previous space location? Yes_____ No_____

Electrical Requirement (must be completed)

Exhibitor will be limited to the voltage and amperage requested. Amount will be confirmed by CSF electrician.
NOTE: Any accessories required for electrical hook up is the vendor's expense (cord, pigtail, etc.)
** Price per hook up.

30 amps: $85/110v _____ $280/220v_____

40 amps: $110/110v_____

50 amps: $140/110v_____

60 amps: $160/110v_____

TOTAL Electrical: $_____

I will not be needing electrical service. _____

** If electrical requirement is not completed, it may affect your application acceptance.

Liability Insurance in the amount of $1,000,000; Listing CSF, Inc and Pennington Co. as **ADDITIONAL INSURED** is required. An insurance rider is available through the CSF by filling out the Insurance Request Form.

Central States Fair Insurance Request Form

Company Name:_____

Contact Person/Owner:_____

Address:_____Phone #:_____

City:_____State:_____Zip:_____

List of products, services or food items to be provided (REQUIRED):_____

_____

Our insurance provider will provide Premises Liability coverage for licensees at the Central States Fairgrounds under a blanket policy. Coverage for Concessionaires and Exhibitors includes public liability and property damage liability with a $1,000,000 combined single limit. Liquor Liability is specifically excluded. General Liability coverage conforms with the requirements of the Licenses Agreement for Central States Fair, Inc.

Please sign signifying your consent to participate in this voluntary insurance program and return it to our office.

1. General Liability coverage will be provided for the period of August 14-27, 2017. Coverage will be provided only for the current year's fair.
2. The following are not acceptable for endorsement of this policy: Ear piercing, tattoo parlors, stroller & wheelchair rentals, and displays containing live animals.
3. Premium for this coverage is: $160 - 1 Booth Space
   $ 45 - for each additional booth space.

_____ _____

Signature for Insurance Date

_____I certify that I have read and agree to comply with the accompanying Rental Application and that the information stated on this Application is complete and true to the best of my knowledge. Please note, insurance certificates must be on file in our office no later than **July 1st, 2017**

_____ _____

SIGNATURE **DATE**

TOTAL ENCLOSED FOR BOOTH $_____

TOTAL ENCLOSED FOR ELECTRIC $_____

TOTAL ENCLOSED FOR INSURANCE $_____

TOTAL ENCLOSED $

Central States Fair
Commercial/Food Exhibitor Rules & Regulations

I. Application, Payments, and Refunds

Commercial exhibit space application **must be signed and accompanied by ENTIRE FEE**. Applications will not be processed, nor space assigned, unless the application is accompanied by payment.

In the event the Exhibitor fails to pay any fees at the time specified or fails to comply with any other provisions contained in these rules and regulations concerning the use of exhibit space, the CSF shall have the right to re-assign the booth location. In the event of a default, by the Exhibitor, as set forth in the previous sentence, the Exhibitor shall forfeit the amount for the space involved.

In the event, that by unavoidable casualty, including fire, water, windstorm, tornado, earthquake or causes arising from supervening and uncontrollable force or accident, the Fair shall not be obligated to the Exhibitor to provide other buildings, grounds, or facilities, nor to return to the Exhibitors, all or any part of the fee. The determination by the Fair whether an unavoidable casualty within, meaning of those words as employed in this paragraph, has occurred, and whether the use, benefit or enjoyment by the Exhibitor of the Fair buildings and grounds has thereby been interfered with or diminished, shall be conclusive and binding.

If an exhibitor cannot make the show, written notice must be received in our office one month before the start of the Fair to receive 50% of your money back.

The Central States Fair reserves the final and absolute right to interpret rules and regulations and to settle and determine all matters, questions, or differences in regard thereto, or otherwise arising out of, connected with, or incidental to the Central States Fair.

II. Space Rental and Assignment of Location

Whenever possible, space assignments will be made in keeping with the location preferences listed on this Application. Please refer to the map enclosed for space numbers. However, the Fair reserves the right to make the final determination of all space assignments in the best interest of the Fair.

III. Check-In, Installation, Removal, and Hours

Check-In and Set-Up

8:00 am - 6:00 pm: Thursday, August 17, 2017

8:00 am - 1:00 pm: Friday, August 18, 2018

All exhibits must be in place by Friday at 1:00 pm. Any space not claimed by 12 pm, may be sold or reassigned by the Fair. Exhibits will be open for business Friday, August 18th at 3:00 pm.

NOTE: Carnival Midway and Concessions will also open at 3:00 pm on Friday.

* All vehicles/trailers must be removed from inside the compound by 12 noon.
* No exhibits, or part of exhibits, shall be removed before 8:00 pm on Saturday, August 26th.
* All exhibits must be removed by the following Tuesday without prior written approval of CSF Mgt.

HOURS for Commercial Exhibits shall be as follows:

Friday, August 18th: 3:00 pm - 8:00 pm; Saturday, August 19th - Saturday, August 26th: 12:00 pm - 8:00 pm

*Area B & Concession Vendors will follow the **same opening hours** and are strongly encouraged to operate the same hours as the midway.

* Hours may vary for outdoor exhibit spaces.
* Daily access to indoor spaces, FOR EXHIBITORS WITH PASSES ONLY, will be exactly one hour prior to scheduled building hours through the SOUTH door of the building.
* **CSF requires booths be staffed during all operating hours of the Fair.**

IV. Delivery and Parking

Vehicle passes will be issued in Exhibitor Packet which will be distributed at the CSF Office upon arrival.

* ALL DELIVERIES MUST BE MADE PRIOR TO 11:00 AM DAILY. Vehicles are prohibited on the mid-way during fair hours.
* Exhibitors can park vehicles west of the Red Barn or by the CSF Office.

V. Booth Construction and Special Requirements

Indoor spaces will measure approximately 10' x 10' and will have an 8' high back drape and 3' high side rails with drape. Displays or other features in your exhibit space must not interfere with a clear view of neighboring booths.

VI. Covenants

A. Exhibitor shall conduct business in a quiet and orderly manner, keeping the exhibit area neat and clean.
B. All buildings, tents, booths, or enclosures in accordance with the rules and regulations, must have the approval of the Fair.
C. Subletting of exhibit space is prohibited!
D. In order to promote the orderly movement of people attending the fair and to promote the fair as a place for enjoyment and education, the following rules will be enforced within the confines of the Central States Fairgrounds, including all parking areas.
    1. Each exhibit space must be clearly identified to the public by an appropriate sign identifying the organization or entity occupying the space.
    2. Sale or distribution of any merchandise or written material except from a licensed location or exhibit space shall be prohibited.
    3. All persons disseminating information or material to promote an organization or business must have a visible badge which states the person's name and the name of the business or organization.
    4. Discussions promoting an entity, organization, dissemination ideas or beliefs cannot be initiated with persons standing in line for an exhibit or performance.
E. Permission from the Fair must be acquired for the use of any sound amplification system.
F. Exhibitor covenants and agrees to defend at its own expense, indemnify and hold harmless the Central States Fair, Inc., its management, employees, and representatives from any and all liability, penalties, damages, costs, expenses, causes of action and claims of every kind and nature arising from illness, death, bodily injury or property damage to any person whomsoever, occasioned by or growing out of or in any way connected with, the occupation or use of the exhibit space or activities associated with this agreement.
G. Use of the space shall be in accordance with the use specified on this application. The Fair shall have the right to immediately terminate the right to use the space if, in its discretion, use of the space is not consistent with the use specified on this application or if use is not in the best interests of the Fair and its attendees.
H. Each Exhibitor is charged with knowledge of all laws, ordinances and regulations pertaining to health, fire, prevention, and public safety, while participating in this Fair.

VII. Liability and Insurance

Each Exhibitor will be required to provide a Certificate of Insurance, naming Central States Fair, Inc, and Pennington County as **ADDITIONAL INSURED**, in the amount of $1,000,000 combined Single Limit. If the Exhibitor cannot provide the required certificate, a rider under the Central States Fair, Inc policy must be obtained by filling out the enclosed insurance request sheet. If you have any questions on your insurance needs, please contact the Central States Fair Office at 605-355-3861. Please return insurance certificates promptly. **Insurance DUE JULY 1st**

VIII. Revocation and Forfeiture

The violation of any of the terms hereof shall, at the election of the Fair, cause the whole fee to be forfeited and all rights and privileges herein granted to the Exhibitor shall terminate.

IX. Acceptance

Applications will be accepted at the discretion of the Central States Fair, Inc.

Return Application and all correspondence to
Central States Fair, Inc.
Commercial Exhibit Department
800 San Francisco St
Rapid City, SD 57701
605-355-3861
cory@blackhillsstockshow.com
www.centralstatesfair.com

Camping hookups
available on grounds
$30.00 per night