

Monongalia County Fair
Arts and Crafts/ Business and Commercial Booth Rental
Agreement Rules and Regulations

Date: August 9th – 13th, 2011 Tuesday –Friday 5-10 pm, Saturday Noon -10pm

Set Up: Monday August 8th TBA, make other arrangements with fair board if times don't work out.

Removal: All exhibits must be removed from the grounds no later than 3pm Sunday August 14th.

1. Space allocation will be done in a manner which achieves the most effective operating results.
2. An exhibitor may not share or sublet space without permission of fair board.
3. No solicitation for business shall be permitted outside of exhibitors' space. Samples, catalogs, publications, etc. may be distributed within the confines of the exhibitors' space.
4. All amplifying systems used by the exhibitor must be kept at moderate volume. Soliciting for business over amplifying system will be strictly prohibited.
5. All packing containers and similar materials are to be removed from exhibit area by exhibitor upon completion of set-up.
6. Sale, possession, or use of any intoxicating substance or beverage is strictly prohibited. Violators will be removed from the premises and subject to prosecution.
7. Sale, possession, or display of firearms and/or ammunition, any type of fireworks, or any other items which may cause bodily injury or loss is strictly prohibited.
8. Sale, possession, or display of materials that are pornographic, sexually explicit, graphically offensive or insensitive to young children, is strictly prohibited.
9. Exhibitors are to sell only those products approved by fair board.
10. All exhibits are to be open by posted opening times and stay open until posted closing times Tuesday through Saturday. Cannot pack up until 10:00 pm Saturday night when doors close.
11. Exhibitors receive per day 2 passes (10 passes for the week, this will be given out during set up). Additional passes can be purchased at the gate or with the fair office. **Passes are for Booth workers only.**
12. Trailer or other exhibit structure must be on grounds and ready for placement by Monday August 8th TBA on time. (Pete McGinley will contact all outside vendors for placement times.)
13. If exhibitor fails to occupy the contracted space one hour prior to fair opening time on Tuesday, fair board will have the right to use said space as it sees fit.
14. **NO REFUNDS WILL BE MADE FOR CONTRACTS CANCELLED AFTER JULY 4, 2011**
15. Do Not Use the trash cans within the building or grounds for large or bulky items. These types of items should be taken to one of the dumpsters provided.
16. Exhibitors must agree to keep an attendant in their booths during all fair operating hours. No exhibit may be dismantled before the specified time, nor may any part of the exhibit or equipment be removed once in place
17. First come, First Serve basis on registered trademark companies for the indoor booth rental.
18. Exhibitor's vehicles must be returned to the parking lot 1 hour before posted opening times and remain there during posted operating hours. Parking is available for vendors on the side of the Hazel Ruby building.
19. Fair board will have final say in any matter requiring arbitration.
20. Limited power supply is available for light duty plug ins, exhibitor is to supply extension cords meeting national electric code.