Request for Commercial Exhibit Space

The 65th Annual Montgomery County Fair will begin on Friday, March 25, 2022, and continue through Sunday, April 3, 2022. Commercial exhibitors may begin move-in Wednesday, March 23rd from noon to 3 p.m. with all vehicles off the grounds by 3 p.m. and must be completely set-up by 4 p.m. Thursday, March 24th with all vehicles off the grounds by 4 p.m. Tear-down will begin at 12:01 a.m. Monday, April 4th and must be completely moved out by 4 p.m. on Monday, April 4th.

Activities during the Fair including rodeo events, concerts, livestock shows, and a BBQ 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. The **Fair Office will accept Request for Commercial Exhibit Space forms until 5 p.m. on Friday, February 4, 2022.** 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, Contract and Lease Agreement, insurance information, and Indemnity Form will be sent to the Exhibitor. Once you are approved, **the executed contract, proof of insurance, release of liability and indemnity agreement, and full payment MUST be submitted to the Fair Office by 5 p.m. Friday, March 4, 2022.**

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 Trailer 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 by the Exhibitor thru 3 Phase Rentals by March 7, 2022***. *(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.

_____

_____

Should you have any questions, please contact Amber Foxworth in the Fair Office at 936-760-3631 or amber@mcfa.org.