



Commercial Exhibit Application

Fair and Rodeo Dates:

Thursday, April 11, 2024 - Sunday, April 14, 2024

Move-in:

Wednesday, April 10, 2024 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, April 11 with all vehicles off the grounds by 4 p.m. For trailer vendors, a specific move-in time window will be provided and must be adhered to.

Tear-down and Move-out:

Not before 12:01 a.m. Monday, April 22 and must be completely moved out by 4 p.m. on Monday, April 22.

Commercial Exhibit Application Deadline:

5 p.m. Wednesday, February 28, 2024.

If your application is accepted/approved, a letter of confirmation, Contract and Lease Agreement, insurance information, and Indemnity Form will be sent to you. 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 11, 2024.**

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)

Additionally, a copy of your Texas Sales and Use Tax Permit is required.

Booth Space:

- Commercial tent is provided by the MCFA. *Not climate controlled!*
- 10'X10' Space Inside Exhibit Tent = \$600
 - 10'X20' Booth Outside of Exhibit Tent = \$1,100

Location Request (see map): _____
(List top 3 preferred location in order of preference [ex: 15, 14, 6])

Trailer Space:

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

(Total display area) Front footage: _____ Depth: _____ Vend side (driver, passenger, rear): _____

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

Location Request (see map): _____
(List top 3 preferred location in order of preference [ex: T-2, T-4, T-5])

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 10x20 = \$275 20x20 = \$350
- /w/4-sided walls included = \$225 w/4-sided walls included = \$350 w/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 4, 2024.** (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.

2024 Commercial Exhibits Map

Color Key:

- Red:** Trailer Space Options
- Blue:** Tent / Space Options
- Purple:** Sponsor Display/Exhibits
- Orange:** MCFA Tents

Numeric Key:

- T-1 – T-5:** Trailer Spaces (30' trailer represented)
- 1 – 18:** 10'x10' Vendor Space inside of Exhibit Tent
- 19 – 25:** 10'x20' individual Tents

