

BROWN COUNTY FAIR

INDOOR – BOOTH RENTAL RULES

Amy Scott, Manager
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Aberdeen, SD 57401

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605-626-7116

Booth rental inside the Expo & Odde Arena Buildings is **\$250.00** and includes access to one 20 Amp, 110-volt electrical outlet. The corner booths will be an additional **\$25.00** and will vary depending on your space. They also include access to one 20 Amp, 110-volt electrical outlet. The larger booths number (L) are **\$325.00** and include access to one 20 Amp, 110-volt electrical outlet.

You must furnish your own extension cord(s).

- NO RELOCATION OF BOOTHS!** (Contact our office and we will arrange it if possible)
- FULL PAYMENT IS DUE ONE MONTH AFTER THE ISSUE DATE OF YOUR CONTRACT!** There will be no refunds on contracts canceled after July 1st, 2012. Any booth space not occupied by 5:00 pm on Tuesday will be resold and **will not be refunded.**
- A 10% LATE FEE WILL BE CHARGED TO VENDORS WHO FAIL TO PAY BY THE DESIGNATED DUE DATE.**
- FOOD SALES:** In all fairness to the Concessionaires, **NO ONE** will be allowed to sell edible products that are intended to be eaten on the premises. Small samples may be given away for the purpose of tasting the product. The only exception is the give-away of individually wrapped, pre-purchased candy.
 - INSURANCE:** Any booth serving food for sale or samples shall furnish proof of liability insurance in the amount of \$1,000,000.00 coverage naming **Brown County as additionally insured during the week of the fair**, to be returned with this contract. No vendor will be allowed to setup or sell without the required insurance.
 - It is your responsibility to ensure your booth meets the State of South Dakota's regulations which apply to all temporary and mobile food service vendors. Questions: www.state.sd.us/doh/protect/Forms/tempfood.pdf
- The Brown County Fair is not responsible or liable for any damage of loss to a booth or its contents. Security is provided to the buildings and fairgrounds overnight but you are responsible for what is left out, "with the complete understanding that the Brown County Fair claims NO liability"!
- USE OF FORKLIFT:** Any exhibitor needing a forklift for unloading or loading must make advance arrangements with fair management and pay the fee prior to assistance (\$25.00 per use). **A paid receipt must be presented to the Fork Lift Operator prior to use!** No exhibitor may run/operate a forklift on the fairgrounds! **No exceptions!**
- SETUP:** Indoor exhibitors may set up beginning 8:00 am on Tuesday the 14th and must be set up by opening at 5:00 pm. Any vendor leaving equipment on the fairgrounds or setting up before Tuesday, or dismantling early will not have their contract renewed.

Indoor Exhibits Open to Public:

Tuesday	5:00 pm – 9:00 pm	Commercial Exhibits
Wednesday	10:00 am – 9:00 pm	Commercial Exhibits
Thursday	10:00 am – 9:00 pm	All Exhibits
Friday	10:00 am – 9:00 pm	All Exhibits
Saturday	10:00 am – 9:00 pm	All Exhibits
Sunday	10:00 am – 5:00 pm	Commercial Exhibits

- HELIUM BALLOONS ARE NOT ALLOWED ON THE FAIRGROUNDS!**
- FURNISHINGS:** You are responsible for providing tables, cords, etc. Contact Weismantel Rent-All (605) 225-5395 or Hub City Rents (605) 725-7368. We will have free Wi-Fi access in both buildings.

Please make all checks payable to **BROWN COUNTY TREASURER**. **We are no longer accepting out-of-state checks.**
Cashier's Checks or Money Orders are accepted.

Mail all correspondence and checks to Brown County Fair, 25 Market St. Suite 1, Aberdeen, SD 57401.

Thank you,
Amy Scott, Manager