

2019 EASTERN MONTANA FAIR

Dear Exhibitors:

Enclosed are the rules, regulations, and contract, for exhibiting at the 2019 Eastern Montana Fair, in Miles City MT, to be held **Wednesday, August 21st through Saturday, August 24th, 2019.**

Since the Demolition Derby, held Saturday August 24th, will not be finished until closer to 6:00pm, we ask the outdoor Vendors to remain open until at least 9:00pm. It would be in your best interest to stay open even later, which would help make your stay more profitable, as well as service our fair-goers better. The carnival will be open Saturday night until 11:00pm, weather permitting.

We ask that you read the material carefully!

***Food Vendors:**

- Please visit the MT. Dept. of Health & Human Services, at: <http://dphhs.mt.gov/publichealth/FCSS/retailfood.aspx> for the rules and regulations, regarding Retail Food Establishments. You MUST present a current MT. License, and have been inspected and licensed by the Custer County Health Inspector, along with your application.
- Vendor Applications, of those who reside in Custer County, will have first consideration.
- The Vendor Coordinator will have the right to place the Custer Co. vendors, that may be duplicates, apart from the repeat vendors, for obvious reasons.
- Vendor applications are available at:
 - www.milescitychamber.com/eastern-montana-fair
 - Or from the Linda Wolff, the Vendor Coordinator, at (406) 853-2516, or at hlwolff@midrivers.com

Please sign the contract and return it with your check, by July 1, 2019. Your canceled check will be your receipt. Make a copy of the contract for your records.

This is not a guarantee you will have the space requested.

- **Return Vendors have first priority. We must hear from those returning by July 1, 2019.** If you are a new vendor, we have limited space in the air-cooled Home Show Building, as well as outdoors.
- Upon arrival, report to the Fair Office, in the Hartman Complex, for booth location. Two courtesy gate passes will be provided, for admission to the grounds. Additional passes may be purchased at the Fair Office. Gate Admission is \$3.00 per day, or a 4-day pass for \$9.00.
- There will be a cardboard recycling trailer on the grounds for your use. Extreme Ice will sell bagged ice, close to the food vendors, and they will be operating the same hours as the vendors. They will be the only company AUTHORIZED to sell Ice. Vendors are not allowed to sell ice on the premises. Please feel free to contact the Fair Office, at (406) 234-3758, after August 1st, or our Vendor Coordinator at (406) 853-2516, with your questions.

We look forward to having you join our Eastern MT Fair with your exhibit and displays!

Sincerely,
Eastern Montana Fair Board

**2019 EASTERN MONTANA FAIR
HOME SHOW CONTRACT**

Name of Business _____
Business Address _____ City _____ St _____ Zip _____
Business Phone _____ Home Phone: _____ Email _____

Home Show Building

Outdoor Space

(Air Cooled) _____ 40' x 20' (including hitch) - \$225
_____ 12'x 8' - \$ 75 _____ 20' x 20' (including hitch) - \$175

***Space is very limited this year, without the Exhibition Hall**

- Electrical is subject to availability
- Water is available, but not for direct hookups

Indicate what type of electrical outlet needed: _____ 110v _____ 220v.

Add an additional \$20 if 220v is required.

Number of outlets needed: _____

Add an additional \$10 if more than 2 outlets or required.

Two gate passes will be given to each Space Contract, on the first day of the Fair. Set up time will be at your convenience, the week of the Fair. **Booths must be set up and in place by 3:00pm on Wednesday August 21, 2019. All Booths must remain in place until the scheduled closing time, August 25, 2018. There will be NO exceptions to this!** Anyone leaving early, before the Saturday night closing, will not be asked to return in future years. (Outdoor vendors will stay open until at least 9:00pm, due to the late exit of the Demolition Derby. Please be very specific about what you have in your booth: _____

Payment is due on or before August 1, 2019, to insure your booth reservation. Return this contract with payment, made payable to: Eastern Montana Fair. Mail to:

Attn: Home Show Chairman
Eastern Montana Fair
PO Box 1185
Miles City MT 59301

For questions, please call Linda Wolff at 406-853-2516, or the Fair Office at 406-234-3758 (after August 1st)

EASTERN MONTANA FAIR WILL NOT BE RESPONSIBLE FOR FIRE, THEFT, ACCIDENTS, OR OTHER HAZARDS.

Exhibitors must obtain insurance coverage, at their own expense. Custer County and Eastern Montana Fair are strictly released and discharged from any and all liability for loss, including personal injury and damage to property that may be sustained.

The undersigned agrees that the contracted exhibit will be operated during the prescribed hours of the Eastern Montana Fair:

HOURS OF OPERATION FOR ALL VENDORS

Wednesday: 3:00pm to 9:00pm
Thursday & Friday: 11:00am to 9:00pm
Saturday: Food Vendors & Home Show Bldg. Vendors: 11:00am – 5:00pm (or up to 11pm if desired)

I, the undersigned, do attest that the Eastern Montana Fair Home Show Contract information and rules have been read.

Signature _____ Date _____

Eastern Montana Fair
Home Show Information and Rules
Wednesday August 21 - Saturday August 24, 2019

1. The Vendor Coordinator reserves the right to refuse any application for exhibit space. They may also limit, deny, or cancel any concessions that may be in direct competition with The Mighty Thomas Carnival.
2. Exhibitor must provide sufficient inventory of their products for the duration of the Fair.
3. Exhibitors are NOT allowed to sub-let their contracted space, without the direct permission of the Vendor Coordinator.
4. No support vehicles are allowed in the contracted space.
5. BOOTH RULES: Exhibitors must provide their own tables/chairs, signs/banners, and decorate and/or fix booths at their own expense. Exhibitors must provide their own extension cords, and they MUST meet safety requirements. Exhibits must be kept within the boundaries established. The Vendor Coordinator reserves the right to charge additional fees if the exhibitor exceeds its contracted boundaries.
6. If you are not direct-selling items within your booth, you are not required to occupy the booth, but it is strongly encouraged. However, your booth must remain open throughout the Fair's established hours, and not close until the contracted time of 5:00pm Saturday, August 24, 2019. Due to the late exit of the Demolition Derby on Saturday, vendors will be allowed to stay open until 11pm, if they so desire.
7. The Vendor Coordinator has the right to limit operation of any demonstration, if in its judgment, such demonstration causes excessive disturbance to adjacent exhibits.
8. Exhibitor, and their sales staff, shall do NO canvassing or soliciting for business, outside of their own booth. This includes wearing a distinctive costume, uniform, or carrying a banner or sign in any area other than inside your own booth, without direct permission of the Vendor Coordinator.
9. The Vendor Coordinator must be notified, in writing, by August 10, 2019, if an exhibitor is unable to fulfill their contract. THERE WILL BE NO REFUNDS AFTER THAT DATE.
10. The 2019 Eastern Montana Fair theme is "Medieval Faire", if you choose to decorate your booth according to the theme.
11. Food Vendors, and Vendors in the Home Show Building, are strongly urged to remain open Saturday, longer than the scheduled closing time of 5:00pm, since the Carnival will be open until 11:00pm. There will be large crowds right up to the 11pm closing.