



**"RESPECT, HONOR, REMEMBER OUR PUBLIC SAFETY OFFICERS"**  
 SEPTEMBER 4 - 10, 2017 | WINDOW ROCK, AZ

## CONCESSION/EXHIBIT APPLICATION

COMPANY: \_\_\_\_\_

NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

| CONCESSION/EXHIBIT FEE                                 |                             |                |                  |          |         | OFFICE USE ONLY   |    |  |
|--|-----------------------------|----------------|------------------|----------|---------|---|----|--|
| X  | LOCATION                    | EARLY BIRD FEE | FEE (AFTER 7/28) | DEPOSIT  | FEE DUE | HOLDING DEPOSIT RECEIVED  | \$ |  |
|  | MIDWAY**                    | \$600.00       | \$700.00         | \$100.00 | \$      | PAYMENT RECEIVED  | \$ |  |
|  | NAVAJO PAVILION             | \$600.00       | \$700.00         | \$100.00 | \$      | BALANCE RECEIVED  | \$ |  |
|  | RODEO                       | \$900.00       | \$1,000.00       | \$100.00 | \$      | <b>• EARLY BIRD PAID IN FULL BY 07/28/17</b><br><b>• FEES AFTER JULY 28 DUE BY 08/25/17</b><br>• ** ALL SPACES ALONG THE MIDWAY ARE OUTLINED 10'X10'. LONGER DIMENSIONS OF SPACE ARE ALIGNED WITH THE MIDWAY RIGHT OF WAY<br>• HOLDING DEPOSIT MUST BE ENCLOSED WITH APPLICATION.. DEPOSIT WILL BE APPLIED TOWARDS FEE. |    |  |
|  | POW WOW                     | \$250.00       | \$300.00         | \$100.00 | \$      |   |    |  |
|  | PW ARTS & CRAFTS            | \$150.00       | \$200.00         | \$100.00 | \$      |   |    |  |
|  | NAKAI HALL (8'X10')         | \$200.00       | \$250.00         |          | \$      |   |    |  |
|  | NAKAI HALL (8'X20')         | \$350.00       | \$400.00         |          | \$      |   |    |  |
|  | GH - ARTS & CRAFTS (8'X10') | \$150.00       | \$200.00         |          | \$      |   |    |  |
|  | GH - ARTS & CRAFTS (8'X10') | \$250.00       | \$300.00         |          | \$      |   |    |  |
| MAKE ALL MONEY ORDERS PAYABLE TO: <b>NAVAJO NATION</b> |                             |                |                  | TOTAL    | \$      |   |    |  |

### PRODUCT & BOOTH INFORMATION:

1. Have you exhibited or sold at the Navajo Nation Fair within' the past three years? If so, under what name and business?

Name: \_\_\_\_\_

Business: \_\_\_\_\_

2. Please list electrical equipment to be utilized during event. (example: stereo, TV, computer, etc...)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

3. Please enclose product list with prices. Application will be considered incomplete without list. See Page 3.

4. Utility services needed: Water: \_\_\_\_\_ Sewer: \_\_\_\_\_ Electricity: \_\_\_\_\_ 120W: \_\_\_\_\_ 140W: \_\_\_\_\_ \*(To be wired by NPRD Staff)\

5. For concession space only. A separate application for camping is required.

### VENDOR MUST INITIAL IF IN AGREEMENT, IF NOT AGREED APPLICATION WILL BE INCOMPLETE.

\_\_\_\_\_ Early bird pay in full by July 28, 2017.

\_\_\_\_\_ Pay in FULL, *Holding Deposit* in Money Order form payable to NAVAJO NATION with application.

\_\_\_\_\_ Pay booth fee balance in full with Money Order payable to NAVAJO NATION by August 25, 2017.

\_\_\_\_\_ Vendor will receive one (1) parking pass and (2) Admission Passes for the duration of the Navajo Nation Fair.

By signing, you understand and agree to abide by all rules & regulations outlined on this application:

Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SUBMIT APPLICATION TO VENDOR COORDINATOR, AT THE NAVAJO NATION FAIR OFC. 928.871.6478/7833**



Navajo Nation Fair Office  
 P.O. Box 2370  
 Window Rock, AZ 86515



[928] 871-6478  
 [928] 871-6637 Fax

[www.NavajoNationFair.org](http://www.NavajoNationFair.org)



THE NAVAJO NATION AND NAVAJO NATION SPECIAL EVENTS SECTION WILL NOT BE RESPONSIBLE FOR ANY LOSS, DUE TO ACCIDENTS, THEFT, BODILY INJURY, PERSONAL INJURY, AND INCLUDING LOSS OF PROPERTY. EVENTS SUBJECT TO CANCELLATION OR CHANGE.



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**CANCELLATIONS:** If cancelled holding deposit is forfeited.

**HOLDING DEPOSIT:** Deposit is non-refundable and will be transferred towards booth fee. **NO PERSONAL CHECKS.** Money Orders & Cashier Checks only.

**EARLY BIRD:** Must be paid in full by July 28, 2017.

**BALANCE:** Must be paid in full by AUGUST 25, 2017. No exceptions! If deadline is not met vending space will be forfeited to the next vendor on waiting list who has full payment.

**VENDOR INSURANCE:** Vendor agrees to indemnify the Navajo Nation and the 71st Annual Navajo Nation Fair against claims for damages to persons or property resulting from the actions of the Vendor. Vendor further agrees to indemnify and hold harmless the Navajo Nation from any loss, damage or expenses whatsoever from any and all claims and or demands arising from accidents occurring on the premises of the Navajo Nation of the Navajo Parks and Recreation Special Events Section. A copy of your Certificate of Insurance is required upon submittal of application and deposit. Commercial General Liability \$1,000,000 NN as additional insured. A copy of insurance coverage for golf carts is required if using on the fairgrounds.

**GENERAL INFORMATION:** Upon entering the fairgrounds, you must check-in with the Coordinator to receive space assignment and concessionaires/exhibitor's packet. Please call Navajo Nation Fair Office at (928) 871-6478/7833.

**HOURS OF OPERATION:** The 71st Annual Navajo Nation Fair opens Tuesday, September 5, 2016 and ceases, Sunday, September 10, 2016.

| Date            | Tues. - Sept. 5 | Weds. - Sept. 6 | Thurs. - Sept. 7 | Fri. - Sept. 8 | Sat. - Sept. 9 | Sun. - Sept. 10 |
|-----------------|-----------------|-----------------|------------------|----------------|----------------|-----------------|
| Rodeo           | 8am - 10am      | 8am - 10am      | 8am - 11pm       | 7pm - 11pm     | 1pm - 9pm      | 12pm - 2pm      |
| Midway          |                 | 10am - 12am     | 10am - 12am      | 10am - 12am    | 10am - 12am    | 10am - 10pm     |
| Navajo Pavilion |                 | 10am - 12am     | 10am - 12am      | 10am - 12am    | 10am - 12am    | 10am - 10pm     |
| Nakai Hall      |                 | 10am - 8pm      | 10am - 8pm       | 10am - 8pm     | 10am - 8pm     | 10am - 4pm      |
| Pow Wow         |                 |                 |                  | 10am - 12am    | 10am - 12am    | 10am - 8pm      |
| Gorman Hall     |                 | 10am - 8pm      | 10am - 8pm       | 10am - 8pm     | 10am - 8pm     | 10am - 4pm      |

**SET UP SCHEDULE:** Move into assigned spaces between September 1 - September 5, 2017 between the hours of 8AM and 5PM. In the event the exhibitor/concessionaires fails to occupy their booth or space by 5PM, September 6, 2015, The Navajo Parks and Recreation Special Events Office will forfeit your application and assign booth/space to next person on waiting list. No REFUND of payment(s) made for space. While moving in please DO NOT park vehicles along the midway, in or around the Nakai Hall/Gorman Hall Buildings. This will apply throughout the duration of the Fair. Vehicles in violation will be towed without warning at the owner's expense.

**BUILDING & STRUCTURE:** The Navajo Parks and Recreation Special Events staff will not build self-contained booths, NO exceptions. All concessionaires/exhibitors will supply their own materials and appliances. Activities must be confined to the space assigned to each concessionaires/exhibitor. All portable and temporary structures are to be constructed, arranged, maintained and operated to avoid unseen danger to the lives and safety of its occupants and Fair patrons. All structures must be made of fire resistant material. Trailer units are acceptable only if they are of an approved concession design. All units shall be skirted on all sides, including the hitch, to keep debris from gathering underneath the unit. All Vendors are prohibited from operating and extending their activities into the midway or hall aisles in such a way to be a nuisance or to interfere with the public or other concessionaires. All electrical outlets are for use to operate booths. At no such time should vendor utilize outlets for personal motor homes/trailers. The Navajo Nation Special Events Office reserves the right to reject any concessionaires/exhibitors if the above restrictions are not observed and if the concession will be hazardous or dangerous to other concessionaires/exhibitors and the Public.

**EQUIPMENT:** Machinery in motion must be located safely inside exhibitor's space with adequate safeguards. Limitation on appliances to (1) Refrigerator and (1) Freezer due to electrical overload.

**FIRE EXTINGUISHER:** All vendors are required to have a fire extinguisher at all times. (Excludes Nakai Hall & Gorman Hall - Fire extinguishers are located in the building.)

**CHECK OUT:** All Vendors during the 71st Annual Navajo Nation Fair must remain open until closing of event on Sunday, September 10, 2017.

*The information gathered for this packet has been compiled to serve as a guide. The Navajo Nation Special Events Section assumes NO responsibility for errors or omissions. Any questions you may have about any prevailing statute, code or rules and regulations of any prevailing government body should be directed to the appropriate agency. It is recommended that children not be allowed to accompany while setting up before the fair and tearing down after the fair. The potentially hazardous conditions during these periods require special concern for safety and liability.*



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