



Marquette County Fair Youth Organization

2025 Space Rental Agreement during Marquette County Fair - June 25-29, 2025

NON-FOOD VENDOR-Inside/Outside Booths

Early Bird Rates by 4/30/25 - Full Rate Deadline by May 31, 2025

This agreement is entered by Marquette County Youth Organization Association and:

Contact Name _____

Address _____

Cell Phone _____ Email _____

Vendor or Artist Business or Organization Information -All Required

Business, Individual or Organization Legal Name _____

DBA (If applicable) _____

Address _____

Phone Number _____ Email _____

Wisconsin **Seller's** Permit Number: **456-** _____

Social Security Number (Last 4 digits) _____ FEIN (Last 4 digits) _____

Are you claiming Exemption from Sales Tax? Circle One

1 - Exempt sales only or display only

3 - Nonprofit occasional sales exemption

2 - Multi-level marketing company pays sales tax

4 - Exempt occasional sales

Multi-Level Marketing Company Name (if claiming Code 2 above) _____

Product to be sold or displayed _____

SPACE REQUIREMENTS

INSIDE-Commercial Building - Booth Size 8' Front x 10' Depth

Early Bird Discount: By 4/30/2025

Number of booths requested _____ x \$125 each TOTAL: _____

Is electricity needed to complete your display (included)? Circle one: YES NO

Full Rate **if paid after 5/1/25:**

Number of booths requested _____ x \$150 each TOTAL _____

Is electricity needed to complete your display (included)? Circle one. YES NO

BUSINESS NAME _____

TRAILERS: Trailers brought by inside vendors can be stored in designated parking areas at a cost of \$52.75 (includes tax) each for the duration of the fair.

trailers _____ x \$52.75 ea = _____. TOTAL _____

OUTSIDE BOOTHS - Booth Size 10' Front x 10' Depth

Early Bird Discount: By 4/30/2025

Number of sites requested _____ x \$100 each = _____ Is Booth a Trailer? **Yes or No**

If the trailer is longer than 10' (including hitch, you need to purchase extra booths to accommodate the size fully. Limit one in-booth trailer per vendor.

Is electricity needed to complete your display? Circle one. YES NO

Full Rate **if paid after 5/1/25:** (booth size, 10' front x10' depth)

Number of booths requested _____ \$125 each= _____ Is Booth a Trailer? **Yes or No**

If the trailer is longer than 10' (including hitch, you need to purchase extra booths to accommodate the size fully.

Is electricity needed to complete your display? Circle one. YES NO

OUTSIDE VENDORS: Additional trailers can be stored in designated parking areas at a cost of \$52.75 (tax included) each for the duration of the fair.

No. of trailers _____ x \$52.75 ea = _____. TOTAL _____

Please give a descripon on what you will be selling:

ALL VENDORS SUMMARY:

Total Booth \$ _____ **Total Trailer fee \$** _____

Total Enclosed \$ _____

ALL Vendor Requirements, Rules & Information for the Marquette County Fair

1. Marquette County Fair: The words “Marquette County Fair”, as used herein, shall mean the Marquette County Youth Organization Association/Fair Board.

2. Vendor: The word “Vendor”, as used herein shall mean the entity who is renting the space (organization, artist, food vendor, commercial vendor, whether for profit or non-profit) In the enforcement and interpretation of the following rules and regulations, the decision of the Marquette County Fair is final.

3. Eligible Exhibits: The Marquette County Fair reserves the right to determine the eligibility of any company or product for inclusion in the booth exhibitions and reserves the right to reject, eject or prohibit any exhibit in whole or in part, or any exhibitor, or representatives with or without giving cause.

4. Installation/Display/Dismantling: Dates and hours for installation can be found on the Marquette County Fair website under Vendor link The Marquette County Fair will **NOT** be providing tables, chairs or electrical cords. It is the responsibility of the Vendor to provide what they need to complete their display. All displays are expected to be in place and operational by Wednesday of the fair at 4 PM. Dismantling can begin no earlier than 4 PM on the final day of the fair. The booths must be cleaned COMPLETELY (including swept) prior to departure and all garbage must be removed and no display items are to be left behind. Early dismantling or failure to clean the booth will result in not being able to exhibit at the fair again.

5. Liability: Vendors must insure their own property including vehicles and trailers that will be on the fairgrounds. The vendor agrees to make no claim for any reason whatsoever against the Marquette County Fair; nor other contractor for loss, theft, damage or destruction of goods nor for any injury to self or employees; nor for any action of any nature of the Marquette County Fair, committees, employees, volunteers or subcontractors.

5.1. MANDATORY INSURANCE. The Vendor shall pay and provide General Liability Limit in the amount of \$1,000,000, Auto Liability of \$1,000,000 and Workers Compensation. A certificate of insurance naming the Marquette County Youth Organization Association as an **additional** insured must accompany this contract.

6. Damage to Property: Vendors are liable for any damage caused to building floors, walls, or to standard equipment or exhibitor’s own property. Vendors may not paint, lacquer adhesive, or any other coating to building floors, walls, or standard equipment.

7. Fire, Safety, and Health: The Exhibitor agrees to accept full responsibility for compliance with local, city, and state inspection guidelines for Fire, Safety, and Health ordinances regarding the installation and operation of equipment.

8. Exhibitor Responsibility: Exhibitor agrees to indemnify the Marquette County Fair against and hold it harmless for any claims arising out of the acts of negligence of the vendor, their agents, or employees.

9. Camping: Camping reservation forms can be found on the Marquette County Fair website on the Vendor page. The fees for camping are in addition to the space agreement.

BUSINESS NAME _____

10. Parking: Vendors and their employees/volunteers are to park in designated spaces or in the general parking area. No vehicles are to be parked outside of any fair buildings except for the temporary purposes of unloading or loading materials outside exhibition hours. It is prohibited to park vehicles by the fair office or on the midway.

10. No REFUND after May 1st.

11. Vendor Exhibit Dates and Hours. This year's fair is June 25-29, 2025. (Rain or Shine! No Rain Dates.) The Vendor exhibit date and hours are posted on the Marquette County Fair website. The exhibits must be opened and staffed during these hours.

12. Contract Completeness & Booth Assignment. Vendor contracts will not be accepted and assigned a booth until all requirements have been met and fees have been paid in full. Booth assignments are allocated on a first come/first served basis for Completed Contracts Only. Every effort will be made to accommodate special requests; however, it is solely up to the Marquette County Fair to determine booth assignments. Vendors may email their signed contracts and insurance information to the Marquette County Fair at marquettfairwi@gmail.com. A contract is deemed to be "complete" once the Marquette County Fair has received the following.

- a. Completed space rental in full and rules with vendor signature.
- b. Proof of Insurance.
- c. Full payment of vendor fees with checks payable to the **Marquette County Youth Organization**.

Vendor Signature

Date

Signature of Fair Board Rep

Date

Mail to:
Vendor Coordinator
Marquette County Youth Organization
PO Box 338
Montello, WI 53949