



Building Community, Affirming Youth, Promoting Agriculture and Advancing Technology

2010 MONROE COUNTY FAIR - Commercial Vendor Application

Fair Dates: Wednesday, July 14 – Sunday, July 18, 2010

Fair Set-up date: Tuesday 7/13/2010 9am – 5pm

All Exhibits must be in place by 5pm on 7/13/2009 and set-up by 11am 7/14/2010

Indoor Commercial booths are \$400 each plus electric. For those Commercial Vendors who wish to locate outside, the space is sold at \$45 per frontal foot plus electric. Indoor Private Sector Booths are \$250. Ten Non-Profit tables will be available in the Dome Arena for \$150 each plus electric. **EARLY REGISTRATION SPECIAL: receive a \$50 DISCOUNT on any Commercial, Public Sector, or nonprofit space** by placing a deposit and contract on that space by February 28, 2010.

Please complete and return this application along with a picture of your booth/exhibit. We will review your application and when accepted, send you a contract. A signed contract, payment of all fees in full, Vendor Performance Deposit, Certificate of Insurance, and NYS Sales Tax Certificate are all required before your booth registration is complete. You may not set up until fully registered. Please note, booth locations are assigned on a first come first served basis and may not be changed after July 13, 2010. All vehicles must be off the fairgrounds each day at least 1 hour before opening. Parking in designated areas only. For further information please contact me at 585-334-4000 or email: tomgamble@mcfair.com **Tom Gamble, Director of Marketing and Development.**

\$100 PERFORMANCE DEPOSIT

All Commercial, Public Sector, and Nonprofit Vendors are required to put down a \$100 (one hundred dollar) Vendor Performance Deposit before setting up at the Monroe County Fair. This deposit will be held in escrow. **Please note, official tear down hours will vary depending upon your location. If the Vendor has met the terms of the signed contract to the satisfaction of the fair's management, the Vendor Performance Deposit will be returned in full to the Vendor in the form of a check, via US mail after the fair.** However, if the fair management does not feel the Vendor has lived up to the terms of the contract, then the Vendor Performance Deposit will be retained by the Monroe County Fair.

INSURANCE REQUIREMENTS: \$1,000,000 in General Liability Insurance naming the Monroe County Fair as additional insured July 13-19, 2010. (can be purchased through the Fair at market rate, \$150.00 as of 12/11/2009, if needed).

- NYS Sales Tax Identification # _____
- Indoor Commercial Booth: \$400.** (8'x 10' booth, 8' table, 2 chairs & 2 Exhibitor Passes)
[\$350 if contract and deposit are received by February 28, 2010]
- Public Sector: \$250.** (8'x 10' booth, 8' table, 2 chairs & 2 Exhibitor Passes) (Organizations, Associations, & Government Entities)
[\$200 if contract and deposit are received by February 28, 2010]
- Outdoor Commercial Location** (\$45 per frontal foot, example: 10 frontal feet x \$45=\$450 rental fee.)
of Frontal Feet required: _____ (include trailer hitch if applicable) X \$45 = \$ _____
[Subtract \$50 from total if contract and deposit are received by February 28, 2010]
- Nonprofit Table: \$150** (IRS Letter Required, 8' table, 2 chairs & 2 Exhibitor Passes). (Certified Nonprofits)
[\$100 if contract and deposit are received by February 28, 2010]
- I will need electrical hook-up. \$35. (for the first 15 amps, additional electrical hook-up is \$2 per amp)
- Yes. I Understand that I must pay the \$100 Vendor Performance Deposit

Please note: Telephone Lines are the responsibility of the Vendor. The Vendor is responsible for ordering any phone line directly from the carrier and for all costs associated with running a telephone line to their booth..

Items or Exhibits _____

(ALL CONTRACTS ARE NON-EXCLUSIVE)

Name _____

Address _____

City _____ State _____ Zipcode _____

Telephone _____ Fax _____ Email _____

Please note, a signed contract, full payment, Vendor Performance Deposit, insurance certificate, and NYS Sales Tax Certificate are required to secure your booth. Checks are accepted until June 11, 2010. After June 11, 2010 only cash, certified check, money orders or Visa/MasterCard will be accepted. Payment in full is required prior to setting up.