



VENDOR GENERAL RULES AND REGULATIONS

1. **Vendor space rental is \$40.00 for the entire fair or \$20.00 for one day.** Vendor hours are Saturday, 11 a.m. to 5 p.m., and Sunday, 11 a.m. to 4 p.m. Checks should be made payable to **Jefferson County Fair**. The completed application and fee **are due no later than two weeks prior to the start of the Fair**, and may be sent to: Jefferson County Fair, Attn: Vendor Coordinator, PO Box 313, Boulder MT 59632. Failure to make the deadline could mean that the space could be re-assigned to another vendor. Please make checks payable to: Jefferson County Fair.

2. Vendor space is assigned. Vendors must check in with a Fair Board Member and/or their designee prior to setting up. Locations are determined on receipt of application; however, space requirements may determine location. Set up times are:

1:00 to 3:00 PM on Thursday

8:30 AM to 5 PM on Friday

8 AM to 10:30 AM on Saturday.

Outdoor space rental is 20 x 20 feet. Electricity may be available and is limited to 20 amps. No extension cords will be provided. Generators **must** be mufflered. Tables and chairs are not provided. Power adaptors may be obtained with a \$5.00 deposit fee, refundable upon return of the adaptor.

3. Vendor deliveries and set up must be made prior to 11 AM Saturday and Sunday. Vehicles must be moved to the parking area promptly after deliveries. Vendors will be given a parking pass when they check in to allow access to the grounds on Saturday and Sunday.

4. All vendors must comply with the authorized health requirements, and a temporary event permit must be obtained. It is vendor's responsibility to have this permit **before** the event. **Please contact the Jefferson County Sanitarian at (406) 225-4126 or by mail at PO Box H, Boulder, MT 59632 for complete requirements.** It is suggested that you allow at least two weeks.

5. No alcohol will be allowed on the Fair side of the grounds. No weapons or drug paraphernalia may be sold. Dogs must always be on a leash.

6. Vendors must keep their spaces in a neat and sanitary condition. It will be necessary for you to furnish plastic bags for trash and garbage. You are required to properly dispose of full trash bags by placing in the dumpster nearest to your vending site.

7. There will be no overnight camping on the fair grounds. Additional vehicles parked on the grounds prior or during the fair must be pre-approved and parked in the designated area. These vehicles may be subject to a parking charge of five dollars (\$5.00) per day. Please note this request on your application. Electricity and water hook ups are not available.

8. The Fair Board reserves the right to eject any vendors not following the above rules and regulations as interpreted by the Fair Board. Additional rules and regulations may be added if necessary. Vendor suggestions or complaints must be put in writing and mailed to the Fair Board. Rulings by the Fair Board are final.

9. If your organization is non-profit, and would like to have indoor space, the Volunteer Hall is available for use at no charge. Non-profit organizations must provide proof of 501C-3 certification. The application form must be completed and submitted.

10. More fair information and a list of scheduled events may be found at <http://www.jeffersoncounty-mt.gov/fair.html>



VENDOR APPLICATION 2018

Were you a vendor at the 2017 Jefferson County Fair?	Yes	No
Are you a non-profit/501c3?	Yes	No
If non-profit, would your organization prefer?	Inside ^{-Volunteer Hall}	Outside
How many days will you be vending?	One	Two

Club/Organization or Business Name: _____

Mailing Address: _____

City, State & Zip Code: _____

Contact Person(s): _____

Telephone Number(s): _____

E-mail Address: _____ Facebook: _____

Website: _____

**Please attach a list of items (including prices) that you will be selling with this application.*

Special Requests/Requirements: (electricity, indoor space, vehicle parking, camping, additional vendor space, etc.)

Vendor space outside is 20 x 20. If additional space is required, additional fees may apply.

I agree to be governed by the rules and regulations concerning vendors at the Jefferson County Fair. I understand that the Jefferson County Fair Board reserves the right to interpret these rules and regulations and has final authority to determine all matters, questions, and differences regarding the Fair; and may also amend or add to the rules from time to time as management in its sole discretion deems as necessary and appropriate. I understand that the Fair Board reserves the right to direct and regulate the parking of all automobiles and other vehicles or conveyances within the fairgrounds. I hereby release the Jefferson County Fair from any liability for loss, damage, or injury to property while said property is on the grounds. I hereby agree to indemnify and hold harmless Jefferson County Fair for any actions, claims, damages, or suits brought by any party or person because of any activity or product of my concession, or my employees or agents. Payment is enclosed.

Signature of responsible party

Date

Submit application with payment to:
Jefferson County Fair Board
Attn: Vendor Coordinator
PO Box 313
Boulder, MT 59632