

2015 Kittson County Fair Booth Information sheet.

04/01/2015

The Kittson County Fair dates this year are July 09,10,11, and 12. The fair starts on Thursday and ends on Sunday this year.

The Kittson County Fairgrounds is located on the southwest edge of Hallock, Minnesota, 3 blocks west of US HWY 75 on Kittson County Highway #1. All indoor booths are located in the 40'x 120' red white and blue Centennial building located west of the grandstand. The booth prices are \$50.00 per single approximately 8'x10' booth and \$100.00 for a double booth of approximately 8'x 20'. Most of the booths have electricity available, but check the box on the application if you definitely require electricity. A few outdoor spaces along the Centennial Building are available if your booth is set up in a tent or trailer. Outdoor spots are \$100.00 for 10'x20'. Electricity for the outdoor spaces is at either end of the Centennial Building, so you may need a cord to reach the power source.

All exhibitors and vendors must complete both the enclosed booth application form and Minnesota Dept of Revenue Form ST-19 even if you are not making any sales. There is a spot on the form to indicate you are not making sales. Enclosed is an information sheet and the form which must be FULLY completed and returned before your reservation will be accepted. (Absolutely NO EXCEPTIONS!)

Set up time will begin 9:00 a.m. Thursday morning July 09th. Booth spaces will be assigned with preference given to prior year exhibitors for particular spots. The name of the exhibitor will be clearly marked on the back of the assigned booth. Exhibitors changing spaces without approval will be asked to leave and will forfeit any fees paid. Outdoor spaces will be marked by lath with the exhibitor's name and the exhibitor will set up in their space with the orientation decided by the Kittson County Fair. Please do not arrive several days ahead of the fair dates and expect to set up or camp out. Preparation of the fairgrounds requires clear space to work. Each exhibitor will be responsible to provide their own tables and chairs. We try to have the garbage cans empty each day before the building is opened. Each exhibitor is responsible for keeping their booth space swept clean. The building is locked up each night at 10 PM and **We are not responsible for lost, stolen or damaged items**. Both sides of the booth and the back may be used for display. The building is generally opened at 10 a.m on Friday and Saturday. Sunday it is opened at 12 Noon. Please **do not** ask to open the building early. Building opening and closing times will be posted on the doors.

If you wish to reserve space, send your check, completed application, and completed ST-19 to Jeremy Folland, P.O. Box 486 Hallock, MN 56728. Checks should be made payable to: Kittson County Agricultural Society. Please return these items so that I have them by June 30, 2015, or earlier if you wish to guarantee availability. All booths must be paid for, application, and ST-19 form completed and returned, before your reservation will be accepted or you will be allowed to set up. (Absolutely NO EXCEPTIONS!)

If you have any questions, you may email to chair@kittsoncountyfair.org Please keep in mind we are volunteers, and are not employed by the Kittson County Fair. We will answer and return phone calls and send information as quickly as our volunteer schedule allows.

Kittson County Agricultural Society

Kittson County Fair Booth or Vendor application Form.

Name: _____

Contact person: _____

Address _____

E-mail address _____

Contact numbers _____ daytime _____ evening

Principal products sold, or booth information: _____

Amount enclosed _____

Booth or space desired, (check X): _____ indoor _____ single (8'x10') _____ double (8'x20')

_____ outdoor (10'x20')

_____ electricity

Signed _____ date _____

COMMERCIAL BUILDING 2015

OPENING & CLOSING TIMES:

| | |
|----------------|-------------------------------|
| JULY 09 | 9:00 A.M. – 10:00P.M. |
| JULY 10 | 10:00 A.M. -10:00 P.M. |
| JULY 11 | 10:00 A.M. -10:00 P.M. |
| JULY 12 | 12:00 P.M. -10:00 P.M. |