

NORTHWEST FLORIDA FAIR

1958 LEWIS TURNER BLVD., FORT WALTON BEACH, FL 32547 (850) 862-0211

OCTOBER 25 – October 30, 2011

INSIDE EXHIBITS

HOURS OF FAIR OPERATION
MONDAY THRU FRIDAY 5 PM – 10 PM
SATURDAY 3 PM - 10 PM SUNDAY 1 PM –6 PM

10' X 10' BOOTHS ARE \$125.00 (INCLUDES ONE TABLE-TOPPED AND SKIRTED)
Corner Booths are \$150.00 (includes one table-topped and skirted)

We hereby agree and fully comply with the following rules and regulations of the Northwest Florida Fair Association:

1. Will hold harmless the Northwest Florida Fair, its Directors and Employees, from any act of God, from any accident or mishap related in the operation of our organization during the Fair. You are responsible for your items.
2. Payment of the space is due with the signing of the contract , checks will be accepted until October 3,2011 and then payment **MUST** be made by cash, money orders or cashiers check.. Booths will not be set-up in whole or in part prior to payment in full being made. **NO EXCEPTIONS.**
3. **Each exhibitor shall** receive 4 passes per day. **THESE PASSES ARE FOR WORKERS ONLY AND ARE NOT ENTRANCE TO THE MIDWAY.** Replacements or additional passes will **not** be granted. Passes must be signed for at the Fair Office and will be received only after the balance is paid in full. Exhibitors should provide workers their passes prior to opening- **NO ONE WILL BE ADMITTED IN THE GATE WITHOUT A PASS - THERE WILL BE NO EXCEPTIONS.**
4. Exhibitors may start setting up exhibits on Saturday, October 22, and Sunday October 23 from 9am-4pm as well as Monday October 24 8am-4pm. All booths must be **set up and ready to go by 12:00am** on Tuesday October 25 or management **will resell** with no obligation to refund any money paid to Northwest Florida Fair for rental of space. **No** exhibits shall be removed in whole or in part during the Fair period. Exhibits must be removed in their entirety by 5:00 pm on Monday, October 31, 2011, after that time it becomes the property of the Fairgrounds. **Security will start Monday, October 24, 2011.**
5. **Exhibitors must stay in booth, keeping aisles free for passage. No signs, banners, advertising matter, chairs, decorations or parts of exhibits will be permitted in the aisles. The premises shall be kept neat and clean and all rubbish deposited in containers furnished by the Association.** Please cover TV's, VCR's, etc. at close of evening to prevent dust getting inside equipment during the cleaning of the building each morning.
6. One 110 Volt (6 amps) electrical outlet will be furnished per booth. Any exception must meet with the consent of the management and must be paid for in advance. The Fairgrounds electrician will do all electrical work. **NO EXCEPTIONS. Exhibitors are asked to bring extension cords and/or surge protectors.**
7. Parking for exhibitors will be in the back just as you enter the guarded gate. All deliveries & restocking should be completed no later than 2 hours before opening as well as **all exhibitors should be in their place 30 minutes prior to opening or they will not be allowed in the back gate to park as it is dangerous for fairgoers.**
8. Giveaways are permissible provided they coincide with applicable Federal, State and Local laws and are approved by the Fair Management. Gambling is strictly prohibited. **All giveaways must be reported to the Fair Office.**
9. The Management reserves the right to decline or prohibit any exhibits in whole or part of which in its opinion is not suitable.
10. **NO SMOKING IN THE BUILDING AT ANY TIME.**
11. **NO VEHICLES IN THE BUILDINGS AT ANY TIME.**
12. **NO ANIMALS ALLOWED AT ANYTIME IN THE BUILDING OR ON GROUNDS UNLESS APPROVED BY MANAGEMENT- CERTIFIED SERVICE DOGS ARE EXEMPT**
13. **NO FOOD AND/OR DRINK WILL BE IN BUILDINGS UNLESS APPROVED BY MANAGEMENT.**
14. Exhibitors are responsible for State Sales Tax. If you have a Sales Tax Number please provide below.
15. Each booth will have 8 ft drapes in the back and 3.5 on the side. One 8' table, covered and skirted with 2 chairs will be in each booth. Additional tables can be rented at \$10.00 each and will not be covered and skirted unless purchased prior to Friday, October 21, 2011.

VENDOR BOOTH SPACE APPLICATION

APPLICATION FOR SPACE ONLY...THIS APPLICATION IS NOT A CONTRACT, NOR DOES IT GUARANTEE SPACE FOR THE FAIR UNTIL APPROVED BY THE NWF FAIR ASSOCIATION, INC.

RETURN THIS PORTION WITH PAYMENT or GIFT CERTIFICATE

SPACE ASSIGNMENT _____
\$125 - skirted 10 x 10 booth
\$150.00-CORNER BOOTH(if available)

ELECTRICAL

Total Booths Requested _____

Type of Booth requested: _____

Promotional Exhibit: Space used for the purpose of advertising, promoting, or educating.
 Exhibit Concession: Space used for the purpose of selling services.
 Exhibit Concession Space used to sell merchandise, photos, T-shirts, novelties, etc.

Description of Display:

Note: A photo of your display or stand **must** accompany this application for approval.

I HAVE READ AND UNDERSTAND ALL POLICIES OF THE NORTHWEST FLORIDA FAIR.

EXHIBITOR NAME _____ **DATE** _____

ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

PHONE NUMBER _____ **CHECK#** _____ **RCPT#** _____

SIGNATURE _____

SALES TAX NUMBER _____

DEPOSIT _____ **BALANCE DUE** _____

PASSES RCVD BY _____ **DATE** _____

E-Mail Address _____