



309-663-6497
Fax 309-829-8129

2301 W. Market Street • Bloomington, IL 61704

March 19, 2010

Dear Commercial Exhibitor:

The McLean County Fair is home to the Nation's Largest County 4-H Fair. This youth event provides opportunities for kids to display their 4-H projects they have worked hard on all year long. The 4-H, Section 9 FFA Fair, and the McLean County Fair will run simultaneous this year. This year's fair will be held at the Interstate Center in Bloomington on August 4 - 8.

Indoor Commercial Exhibitors will again be located in Cloverleaf Hall, but with a different location and layout. We have a limited amount of space indoors for Commercial Vendors. There are only **48** indoor spaces available this year. Again, this year there will be free live entertainment and an educational exhibit to draw people to this area.

Enclosed is an application with a rate schedule, contract and indoor space maps. Space is assigned on a first come, first served basis, please don't assume that you will get the first space you request, once again it is a **first come, first serve basis**. A check **must** be attached with the contract to reserve your space. You **will not** be able to reserve a space with out a check. You **will not** be able to reserve a space via email or a phone call. Please fill out the forms completely and return promptly along with a check with the appropriate amount. **Everything must be returned no later than June 1, 2010**. I do urge you to return your contracts and checks ASAP since there are limited **indoor spaces** available.

Sincerely,

Charlene
Assistant Manager



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2010 COMMERCIAL EXHIBITOR CONTRACT

August 4 - 8, 2010

FIRM NAME (Please Print clearly) _____

PHONE # _____ CELL # _____

Fax # _____ E-mail _____

NAME OF REPRESENTATIVE _____

This agreement, dated _____, is by and between the McLean County Fair, hereinafter known as the "Fair" and (Your Company's Name) _____, hereinafter known as "Exhibitor" for the purpose of being a Commercial Exhibitor at the 2010 McLean County Fair, August 4 - 8, 2010.

1. Access for exhibit setup will be granted on the following schedule: INDOOR and OUTDOOR EXHIBITORS— Monday, August 2, and Tuesday, August 3, 11 AM -6 PM.
2. Fair will provide security from 5 PM, Sunday, August 1, 2010 to 12 PM (noon), Monday, August 9, 2010.
3. All exhibits must be in place and ready for business at 8:00 AM, Wednesday, August 4, 2010
4. **Indoor exhibitors** will be open to the public from *Wednesday, August 4 through Sunday, August 8, from 10 AM - 9 PM*. The exhibitor is to be open for business during these hours. **Outdoor exhibitors** will be open to the public from *10 AM - 9 PM, Wednesday, August 4 through Sunday August 8*. Outdoor exhibitors at their discretion may opt to stay open until 11 PM daily although this is not mandatory.
5. Indoor and Outdoor exhibits must remain in place until 9 PM, Sunday, August 8, 2010, as our publicity will include this departure time. Only Inside Exhibitors remaining until 9 PM, Sunday, August 8 will receive \$100 of their exhibit space rental back by mail within 2 weeks after the fair. **Move out must be completed by 11:30 PM, on Sunday, August 8, 2010 there will be no exception to this.**
6. Any reference to alcohol, tobacco, drugs, gang/hate paraphernalia, fireworks, firearms, sex, or profanity is **absolutely not allowed, and any vendor found violating this rule can be removed immediately from the fair grounds.**
7. No broadcasting devices of any kind are allowed without the written permission of the Fair and the volume of the same will be at the discretion of the Fair.
8. All Commercial Exhibitor vehicles must park in the Commercial Exhibitor Lot, which will be designated on a map when we return your signed contract.
9. No inflatables will be allowed outside of your exhibit space or tent without express written permission from the Fair.
10. No posts or stakes can be driven into exhibit building floors or exterior surfaces.

11. No outside tents, canopy, or temporary shelters are allowed unless approved by the Fair.
12. All trash should be bagged and placed in or by trash receptacles at the close of business each evening.
13. You must stay within your booth space, unless otherwise permitted by fair management.
14. All give-a-ways must be registered with the Fair Office by 5 PM, Tuesday, August 3, 2010 and the winner determined and reported to the Fair Office by 9 PM Sunday, August 8, 2010. (Indoor exhibitors please provide this information prior to departure on Sunday, August 8, 2010.)
- 15. Distribution or sale of food and drink products is prohibited without permission of the Fair Manager.**
16. The Exhibitor agrees to indemnify and hold harmless Interstate Center, Inc., McLean County Fair, McLean County Farm Bureau, and Birkey's Farm Store, Inc. for any liability, damage, or injury to any person or personal possession caused by the exhibitor, exhibitor's agent, or the exhibitor's possessions and any liability, damage, or injury to the exhibitor, exhibitor's agents, and exhibitor's possessions.
17. Cancellations will be allowed if necessary. A full refund will be given after the Fair, **only** if your space is resold.
18. Fair reserves the right to prohibit display and/or sales of **any** items it deems inappropriate.
19. No dumping of gray water on the grounds.
20. No alcoholic beverages allowed on grounds.
21. No wood chips, bark, etc. allowed unless approved by Fair.
22. The Interstate Center, the McLean County Farm Bureau, and the McLean County Fair are not responsible for any loss incurred through the carelessness, force majeure, riots, terrorism, power outage or power surges.
- 23. Each person(s) entering the fair must have a daily admission ticket to get into the fair each day. If you will be coming and going through out one day then there will be a stamp for your hand at the front gate.**
24. Fair management reserves the right to remove any exhibitor that does not abide by any set rules of the fair.

The undersigned hereby agree to the terms and conditions set forth through out the contract and rate schedule.

BY _____
Commercial Exhibitor

BY _____
McLean County Fair

DATE _____

DATE _____

**APPLICATION FOR SPACE
COMMERICAL EXHIBIT REQUEST
McLEAN COUNTY FAIR**

August 4 - 8, 2010

Please fill out this application that indicates all your needs from the Fair. Return the application, signed contract and a check in the enclosed envelope. A copy of the signed contract and application will be returned to you. Spaces are on a first come, first serve basis.

Company Name _____ E-Mail _____
 Contact Name _____ Phone # _____
 Address _____ Cell # _____
 City, State, Zip _____ Fax # _____
 Preferred way to be contacted by the Fair office: Mail _____ Phone _____ Cell Phone _____ E-Mail _____

Listing of ALL Merchandise items or services to be offered, sold, demonstrated or exhibited in your space are:
 (items in your space that have not been authorized on your contract are subject to removal at the discretion of fair officials.)

Each exhibit space includes:

- 110 volt/20 amp electricity upon request (Outlet may be up to 20' from booth. No extension cords provided.)
- Red, White and Blue draped background and sign. **INDOOR ONLY!**
- 15 One Day Adult Admission Passes

NEEDS	\$ AMOUNT
(Please place a checkmark or the number of items that you will need from the list below.)	(Please total the cost of the items you will need below.)

EXHIBITOR'S SPACE

_____ **Inside exhibit space** = _____

Space # (see enclosed map for choices) 1ST Choice _____ 2ND _____ 3RD _____

Premium Space (10' X 10')	\$450.00
Corner Space (10' X 10')	\$400.00
In-Line Space (10' X 10')	\$350.00

_____ **Outside exhibit space** = _____

Outside Space OUTDOOR VENDORS WILL BE PLACED

Area A (10' Frontage X 20')	\$250.00
Area B (10' Frontage X 20')	\$150.00

(SEE map for Area A and Area B location)

_____ **ADDITIONAL ADMISSION PASSES** _____ # Needed = _____

*** Not-For-Profit organizations may purchase individual passes at half price***

\$3.00 daily admission ticket (before 07/05/10)

\$10.00 season admission ticket (wristband)

_____ **TENTS** (setup, take down and sides included) = _____

_____ 9 x 10 \$160 _____ 20 x 30 Pole \$350

_____ 20 x 20 frame \$240 _____ 20 x 40 Pole \$315

_____ 20 x 20 Pole \$230 _____ 20 x 40 Frame \$485

_____ **ELECTRICITY** _____ Amps/Volts NO CHARGE 1ST OUTLET

_____ **ADDITIONAL ELECTRICITY** = _____

_____ 20 Amp/110 Volt \$40.00

_____ 30 Amp/208 Volt \$75.00 (OUTSIDE ONLY)

_____ 50 Amp/208 Volt \$150.00 (OUTSIDE ONLY)

_____ Electrician -- For electrical needs other than existing Interstate Center connections, customer will pay an hourly rate of \$60/hour (\$90/ hour if after 3:30pm M-F or anytime Saturday and Sunday) PLUS materials. = _____

_____ **30" X 96" TABLE** (UNSKIRTED) \$20.00 = _____

_____ **FOLDING CHAIR** \$ 3.00 = _____

_____ **BANNER HUNG** from ceiling \$35.00 = _____

_____ **WATER** (BULK) \$.50 per gallon = _____

_____ **HIGH SPEED INTERNET** \$15.00/day = _____

_____ **PHONE LINE—INDOOR ONLY** = _____

_____ In-house extension w/local & 800 access \$50.00/day

_____ Direct outside line (required by most radio stations) \$60.00/day + all charges

_____ **CAMPING** _____ of Days X \$15.00 /day = _____

(Pre-notification is needed – Contact the Fair Office for a camping agreement)

Camping space w/electricity & water \$15/day

Dump station \$10/use

TOTAL CHARGES = _____

REMEMBER – FIRST COME, FIRST SERVED!