

Wayne County Fair and Horse Show

2024 Booth Rental Agreement Terms

Section 1: Outdoor Space

All basic spaces will have an area of approximately 25 square ft.

Each booth will be provided with one 30 amp circuit. If additional circuits are needed, the vendor will be assessed an \$75 additional rental fee.

Two vendor-only passes will be provided per **food booth** rental with the option to purchase up to 10 passes at \$30 each for the week. Everyone else working at a booth will have to pay to get in at the fair rate. The two included passes apply only to the booth rentals, not access to fair carnival rides. NO REFUNDS will be given.

Cost: \$300 non-profit and \$500 profit organizations (Food Booths)

Other booths: \$400 all week or \$100 per night for profit/sales (Non-Food/Merchandise)

\$200 all week or \$50 per night for promotional/non sales

Organizations must provide their own chairs, tables, canopy, extension cords, etc.

Section II: General Rules

Booths may begin to set up no earlier than Thursday June 27th, 2024.

The selling of **alcoholic** beverages is **PROHIBITED**.

Booths designed to attract the public **MUST** allow sufficient space in front as not to cause blocking pedestrian traffic.

Any property, equipment, merchandise, supplies or other property remaining on the Park/Fair Board facilities five days after the event will become property of the Wayne County Fair Board.

In the event a fair patron makes a complaint against a vendor or exhibitor, the vendor/exhibitor or his/her representative shall immediately meet with the complaining party, and a member of the Wayne County Fair Board shall act as an arbitrator in attempting to resolve the dispute.

Any vendor/exhibitor selling food or drink products **shall comply with any and all regulations and policies** set forth by the Lake Cumberland District Health Department and governing agencies.

The Wayne County Fair and Horse Show Inc., reserves the right to force vendors/exhibitors to remove or cease using any device, material, or equipment which, in the view of the Fair Board, creates excessive or offensive noise. The Fair Board also reserves the right to have removed any visual signage or material which it may deem offensive.

All licensed motorized vehicles (food trucks) must abide by specific guidelines:

1. Wheels must be chocked.
2. Placement will be determined by mobility needs.
3. Must adhere to the 25ft space allocated.
4. No keys in ignition upon set up.
5. Entry and exit will be determined by the Wayne County Fair Board.

Section III: Admission Policy

All exhibitors and their agents shall be required to hold an admission ticket for each day of attendance. If you have someone working your booth, arrangements must be made for them to get the required admission fee or pass prior to the fair. Each food vendor booth will get 2 complimentary week-long passes with a weekly rental. Vendors can purchase up to 10 additional week-long passes for booth workers for \$30 each. These passes afford access to the fairgrounds during the event, but do NOT include access to fair carnival rides.

Section IV: Deposits

Priority space assignments shall be given to vendors/exhibitors from the immediate preceding fair. After that time, all spaces shall be assigned on a first come, first served basis with final decision for space assignment at the discretion of the Wayne County Fair Board. **Vendors must sign a contract by Thursday, June 27th, 2024 and pay the \$50 non-refundable deposit.** If you forgo your spot, the deposit will not be refunded. **The remaining balance will be due by Wednesday, July 3rd, 2024.** If you are paying by the day, you must pay upfront.

Section V: Temporary Food Service Guidelines

See the following website for the complete guidelines expected when operating a food booth at the Wayne County Fair and Horse Show:

<https://www.lcdhd.org/services/environmental-services/guidelines/temporary-food-guidelines/>

Questions please contact:

Jamie Reagan
606-278-6273

I can meet you to collect your fee and forms or you can email them to me at jamie.reagan@topper.wku.edu

Wayne Co. Fair Board Booth Rental Agreement

Date: _____ **Representative:** _____

Renter: _____ **Booth Assignment:** _____

Rented to: _____ **Rented for:** Wayne Co Fair Week

Phone: _____ **Work Number:** _____

Paid Method: Cash/Check **Check No:** _____ **Amount:** _____

Deposit Paid yes/no **Date:** _____

Remaining Dues Paid: _____ **Date:** _____

_____ **Food** _____ **Promotional** _____ **Sales**

Booth Spots: Booth(s) spaces may be rented to any individual, business, or organization in the sole discretion of the Fair board. Renter may not alter the spaces in which they have rented without permission of the Fair Board. Renter agrees to pay any clean-up or damage costs to the Wayne Co Fair Board. Renter agrees to hold harmless Wayne County Fair & Horse Show, Inc. from liability as to any claim against the renter in connection with this event. Renter will obtain insurance coverage at their own expense if desired.

The grounds shall not be used for unlawful purposes and must be kept in good condition. All property kept, stored, or maintained on the grounds by the renter shall be at the renter's sole risk and renter assumes risk of loss. Renter will not do marking, painting, cutting or drilling into, drive nails or screws into or anyway deface any part of the grounds. **Upon vacating the grounds, renter agrees to leave it clean, and in good condition.** Renter has read, understands and agrees to follow all rules and regulations contained in the foregoing Booth Rental Agreement Terms. This agreement and the attached terms constitute the sole and only agreement of the parties hereto and supersedes any prior understanding, written or oral agreements, between the parties respecting this subject matter. No amendment or alteration of terms hereof shall be binding unless the same is in writing and signed.

Renter

Wayne County Fair Board Member