



# FISHER COMMUNITY FAIR

## Commercial Building Exhibitor Contract

Exhibitor / Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_ Web: \_\_\_\_\_

The 83<sup>rd</sup> Annual Fisher Community Fair, to be held July 7<sup>th</sup> -13<sup>th</sup>, 2024 agrees to provide *in the Commercial Building* \_\_\_\_\_ 10' x 10' space(s), each equipped with one electrical outlet and for a fee of \$125.00. Or agrees to provide *outdoor space* of \_\_\_\_\_ 10' x 10' space(s), vendors will be responsible to provide their own tents and electric for a fee of \$300.00.

**Space deadline is June 30<sup>th</sup>, 2024. \*\* All late contracts received after the deadline will be charged \$50.00 per space.** No exhibitor will be allowed to rent more than two spaces unless approved by the Commercial Building Superintendent. Each exhibitor must furnish his own equipment, such as tables, chairs, etc.

The Fisher Community Fair board will be using the Commercial Building space for additional events in 2024. Each day events will be housed in the space, we will not be responsible for the lost or stolen items.

The Fisher Community Fair will provide each vendor 2 season passes and 2 parking passes for the week. These will be distributed at the time of set-up.

Janitor service will be provided in the main aisles only of the Commercial building. Each exhibitor is responsible for keeping their booth clean and free of litter.

Only quality merchandise will be allowed. The Fisher Community Fair and the Commercial Building Superintendent reserves the right to monitor the sale of distasteful merchandise. We reserve the right to ask that such merchandise be removed from the display and to not invite said exhibitor to return for future events offered by the Fisher Community Fair board.

All contracts and fees must submitted to the Commercial Building Superintendent no later than June 30<sup>th</sup>, 2024. Spaces will be assigned on a first come, first serve basis as contracts and fees are received from exhibitors. Every effort will be made to accommodate those requesting special arrangements. The Commercial Building Superintendent reserves the right to add spaces and to make final decisions. The exhibitor agrees to all rules and regulations set forth in this agreement and will exhibit the following products, including trade names: \_\_\_\_\_

The Fisher Community Fair requests a Certification of Insurance be sent naming the Fisher Community Fair as certificate holder or additional insured. \* Indicate below if this type of coverage is held:

☐ We do not carry this type of coverage

☐ Certificate of Insurance will be sent

In an effort to keep each exhibitor's display visible, we are requesting that use and height of any type of backdrop be noted below: Backdrop will be used? ☐ Yes ☐ No Height of backdrop \_\_\_\_\_ft.

Displays may be set up on Monday, July 8<sup>th</sup>, 2024 from 12:00(noon) to 6 p.m. Any other set up times MUST be approved by the Commercial Building Supervisor in advance by July 7<sup>th</sup>.

Building hours for the week of the fair are as follows: **Tuesday -Friday 4 p.m.-10 p.m. & Saturday 9 a.m.-8 p.m.**

Tear down will be on Saturday from 8 p.m.-10 p.m. No exhibitors will be allowed to tear down before 8pm on Saturday unless prior arrangements are made with the Commercial Building Superintendent.

No refunds will be given upon cancellation by an exhibitor. No exhibitor is permitted to sublease, rent or give to another company or persons any part of their display space without permission from the Commercial Building Superintendent.

The Fisher Community Fair Association is not responsible for lost, stolen or damaged articles.

***This agreement, upon acceptance, shall be binding and in favor of the Fisher Community Fair Association.***

Agreed by the Exhibitor: \_\_\_\_\_ Date: \_\_\_\_\_

**Questions?** Contact Todd Cotter 217-493-8680; Jill Hardesty 217-841-3487; Tiffani Lutz 217-377-2532

Please return contract and payment to: **Fisher Community Fair** PO Box 764 Fisher, IL 61843-0764

**Deadline: June 30<sup>th</sup>, 2024**