

2019 Montana Winter Fair

Farm & Ranch Trade Show

Friday and Saturday, January 25 & 26, 2019

Trade Center

Fergus County Fairgrounds, Hwy 191 North

Schedule:

Friday, 12:00 noon to 5:00 pm

Saturday, 9:00 am – 5:00 pm

Superintendent:

Abby Majerus, 406-239-6127

abbymajerus@hotmail.com

Registration:

Booth Registration form is available at the back of the book or at MontanaWinterFair.com

Booths:

Half Booth 5' x 10'

- Early Registration- \$100 (prior to Jan 1, 2019) o Standard Registration - \$150 (on or after Jan 1, 2019)
- Non-Profit- \$50 (five (5) spaces are available on a first-come, first-serve basis)

Full Booth 10' x 10'

- Early Registration- \$150 (prior to Jan 1, 2019) o Standard Registration- \$200 (on or after Jan 1, 2019)
- Require electricity o Require heavy equipment assistance (requires an additional fee)

The MWF intends to supply booth space to the above indicated. Booth space will be marked with tape on the floor and will include one 8-foot long table and 2 chairs. There will be no dividers used between the booths. You may bring your own backdrop or canopy, as long as it fits within the boundaries of your booth space. In the event of conditions beyond its control, the MWF reserves the right to change these specifications.

Booth Hours:

Friday, January 25th, 2019, 12:00 pm – 5:00 pm

Saturday, January 26th, 2019, 9:00 am – 5:00 pm

**2019 Montana Winter Fair
Farm & Ranch Trade Show Booth Rental Application
Friday, January 25th and Saturday, January 26th**

Business Name (Lessee): _____

Contact Person: _____

Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

Website: _____

Would you like to do a product or service presentation during the trade show? _____

Facebook/social media names: _____

Short product description: _____

Special considerations/Notes: _____

Booths

Half Booth 5' x 10'

Early Registration- **\$100** (prior to Jan 1, 2019) Registration - **\$150** (on or after Jan 1, 2019)

Non-Profit- **\$50** (five (5) spaces are available on a first-come, first-serve basis)

Full Booth 10' x 10"

Early Registration- **\$150** (prior to Jan 1, 2019) Late Registration- **\$200** (on or after Jan 1, 2019)

Require electricity

Require heavy equipment assistance (requires an additional fee)

The MWF intends to supply booth space to the above indicated. Booth space will be marked with tape on the floor and will include one 8-foot long table and 2 chairs. There will be no dividers used between the booths. You may bring your own backdrop or canopy, as long as it fits within the boundaries of your booth space. In the event of conditions beyond its control, the MWF reserves the right to change these specifications.

Booth Hours

Friday, January 25th, 2019, 12:00 pm – 5:00 pm Saturday, January 26th, 2019, 9:00 am – 5:00 pm

Vendor Set-Up

Vendors may set up on Friday, January 25th between 8:00 am and 11:30 am. Gates to the unloading area will be closed and locked at 11:30 am. You will need to be unloaded and have your vehicle(s) moved to the large parking lot by 11:30 am. You must supply your own transport to/from your vehicle and booth side. No carts or dollies will be available.

Vendor Teardown

Vendors may tear down on Saturday, January 26th between 5:00 pm and 8:00 pm. Gates to the parking area will be unlocked and open at 5:00 pm to allow for teardown and loading. Booth displays are not to be removed any earlier than Saturday, January 26th at 5:00 pm and cannot be removed any later than 8:00 pm Saturday, January 26th.

Heavy Equipment Clause

If you require the use of a skid steer to move in heavy or large displays - anything that you cannot move on your own - one will be available **for an additional fee**. Please indicate above if you will require heavy equipment assistance and special arrangements will be made on an individual basis.

Security

The MWF Trade Show at the Fergus County Fairgrounds Trade Center is not able to provide spaces that can be locked up or be secured in any way. Please be sure to plan on securing your items should you find it necessary. The building and surrounding gates will be locked during non-trade show hours. Trade show superintendent will be the last to leave the building at night and the first to arrive and unlock in the morning.

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Specific Business Clauses

MWF allows only one home-based business type (ie Pampered Chef, doTerra, etc) on a first come first, serve basis. To inquire on the status of your specific business type, please email abbymajerus@hotmail.com.

Registration/Cancellation Policy

Regular Registration: A deposit of \$50 and contract must be submitted to hold booth. Full payment must be made to MWF Trade Show by January 15th, 2019 to maintain registration status. If payment is not received by specified date, booth will be made available to other vendors.

Early Registration: A deposit of \$50 and contract are due no later than December 31st, 2018 to hold booth and receive early registration discount. Full payment must be made to MWF Trade show by January 15th, 2019 to maintain early registration status. If payment is not received by specified date, early registration status will be forfeited, and booth will be made available to other vendors.

Deposit: The deposit of \$50 is non-refundable. In the event that you must cancel your booth reservation, we offer a refund of the booth rental amount less the \$50 deposit if cancellation is made prior to January 15th, 2019. After this date, booth rental will be refunded only if a replacement vendor is found.

Payment Information

Please make checks payable to: **Montana Winter Fair**. Payment can be made by money order, business check, certified check or credit card (3% processing fee charged). No out of state checks drawn on a personal account will be accepted.

Contracts should be mailed to:

Montana Winter Fair Trade Show, 407 Wendell Ave, Lewistown, MT 59457

Agreement

We, the LESSEE, understand this contract and the booth prices as shown are void unless accompanied by a \$50 deposit. We understand booths are rented on a first-come, first serve basis. Exhibitors shall abide by and observe all laws, rules and regulations of the State of Montana and departments thereof, applicable laws of the United States and rules of the MWF.

Neither the MWF nor any of their agents or other representatives shall be accountable or liable for any damages, loss, harm or injury to the person or other representatives or materials resulting from theft, fire, water accident or any other cause.

MWF officials will make the final decision on any dispute or conflict on the exhibitor rules. The applicant agrees to set up the booth involved in a manner so that it is pleasing to the eye and will not detract from the surrounding displays. Applicant agrees to keep the booth area in a clean and neat condition. ALL MATERIALS MUST BE KEPT WITHIN THE CONFINES OF THE BOOTH. Trash must be put in designated trash cans and cardboard must be broken down and placed in trash cans.

The applicant agrees that the MWF is meant to be a general family occasion and understands that small children and minors will be present at all times. For this reason, applicant agrees that it will not at any time present for display or sale any item(s) which is of a drug or sexual orientation and is not in good taste for presentation to children. Applicant agrees to permit the MWF to make that final determination as to any specific item to be displayed or sold from the booth.

Applicant agrees to hang posters and/or other materials from the framework of the booth or the cloth material of the booth if that is available to them. Please contact MWF personnel on the preferred method to hang banner, posters, etc. on the walls behind your vendor space.

Failure to pay in full by the beginning of set up will void this contract and the booth space will be released, with the applicant forfeiting the \$50 deposit.

THIS APPLICATION IS SUBMITTED SUBJECT TO THE CONDITIONS OUTLINED and subject to the rules and regulations of the Montana Winter Fair. The MWF reserves the right to cancel at any time for reasons on non-compliance or non-payment.

THE LESSEE hereby leases from the Montana Winter Fair (previously referred to as MWF) the above indicated space(s) at the 2019 Montana Winter Fair at the Fergus County Fairgrounds Trade Center in Lewistown, Montana.

BUSINESS NAME (Lessee): _____

Vendor Contact Person Signature: _____

MWF Representative Signature: _____