

APPLICATION FOR EXHIBITOR PERMIT FOR THE 2016 DAVIS COUNTY FAIR



www.davisfair.com

Dear Vendor,

Thank you for your interest in being a vendor at the Davis County Fair. We appreciate all of our return vendors and welcome new vendors to the fair! We believe that the fair is a great venue to promote local businesses and organizations. Please read below for important information:

About the Davis County Fair:

- The dates are **August 17th-20th, 2016**. The fair hours are **11:00 am- 9:00 pm** each day!
- We are the largest annual event held in Davis County, with estimated **attendance of 40,000-45,000** in 2015!
- Our entertainment and attractions are geared towards **families** and are suitable for all audiences.
- We book many new acts or attractions each year to keep the Fair fresh, and the people returning.
- Admission to the Fair is **free** with the exception of ticketed events and parking.
- **What Vendors Need to Know:**
 - Every year we sell out of vendor space, so **sign up early!**
 - The best locations are reserved for sponsors. Your business can be a sponsor and have a prime location. Call Brooks at 801-451-4087 for information.
 - We sell our vendor booths on a **first come first serve basis** and **do not** guarantee exclusivity.
 - We have a **limited number of WiFi & phone lines** available for credit card machines or internet access.
 - Applications will **ONLY** be accepted if:
 - **ALL FIVE pages are returned together (last 5 pages if this packet),**
 - The last page is **signed,**
 - It is submitted with **FULL PAYMENT.**
 - Fair director approves with his signature.

What's New?!

- **Booth fees have been raised this year, yet many vendor spots have been eliminated in comparison to years past. This will create less competition and menu overlap.**
- Please read through the **ENTIRE contract**. There have **been changes and updates that you need to be aware of**. Signing this contract holds you accountable for each paragraph item.
- We have updated our vendor map to denote power options and availability.
- There will be a **preferred vendor parking area**. Please refer to the attached map.
- PLEASE look at the map, as **booth numbers have changed!**

Please submit all vendor applications to the mailing address below. We do have limited space available for larger vendors, or those who do not need a vendor booth. If you have special needs, please call in advance and before returning your agreement; this will allow us to accommodate you more easily. Please call with any questions or concerns!

Best Wishes,

Brooks Burr
bburr@daviscountyutah.gov
Fair Coordinator

PO Box 618
151 S. 1100 W.
Farmington, UT 84025
(801) 451-4080
www.davisfair.com

APPLICATION FOR EXHIBITOR PERMIT FOR THE 2016 DAVIS COUNTY FAIR

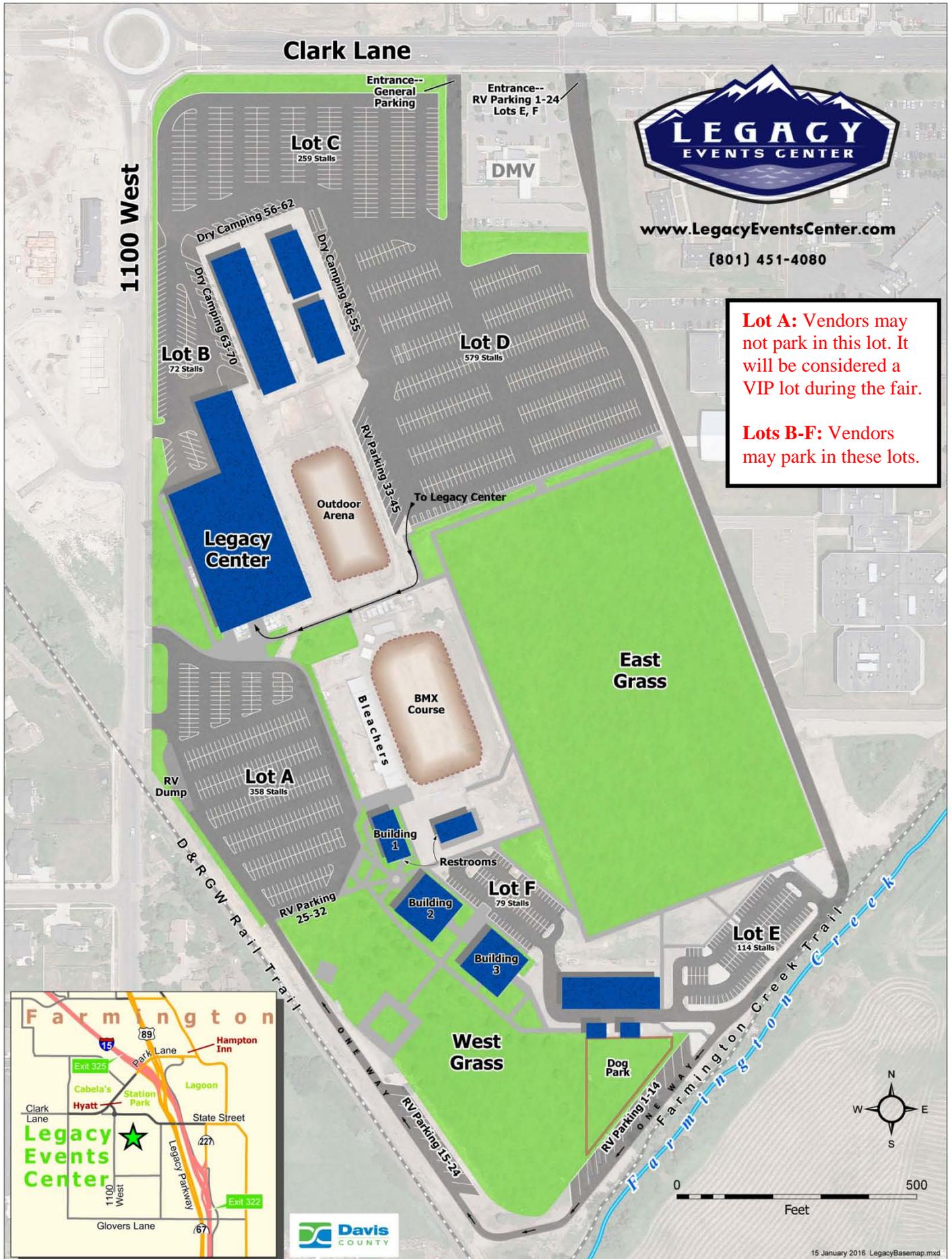


www.LegacyEventsCenter.com

(801) 451-4080

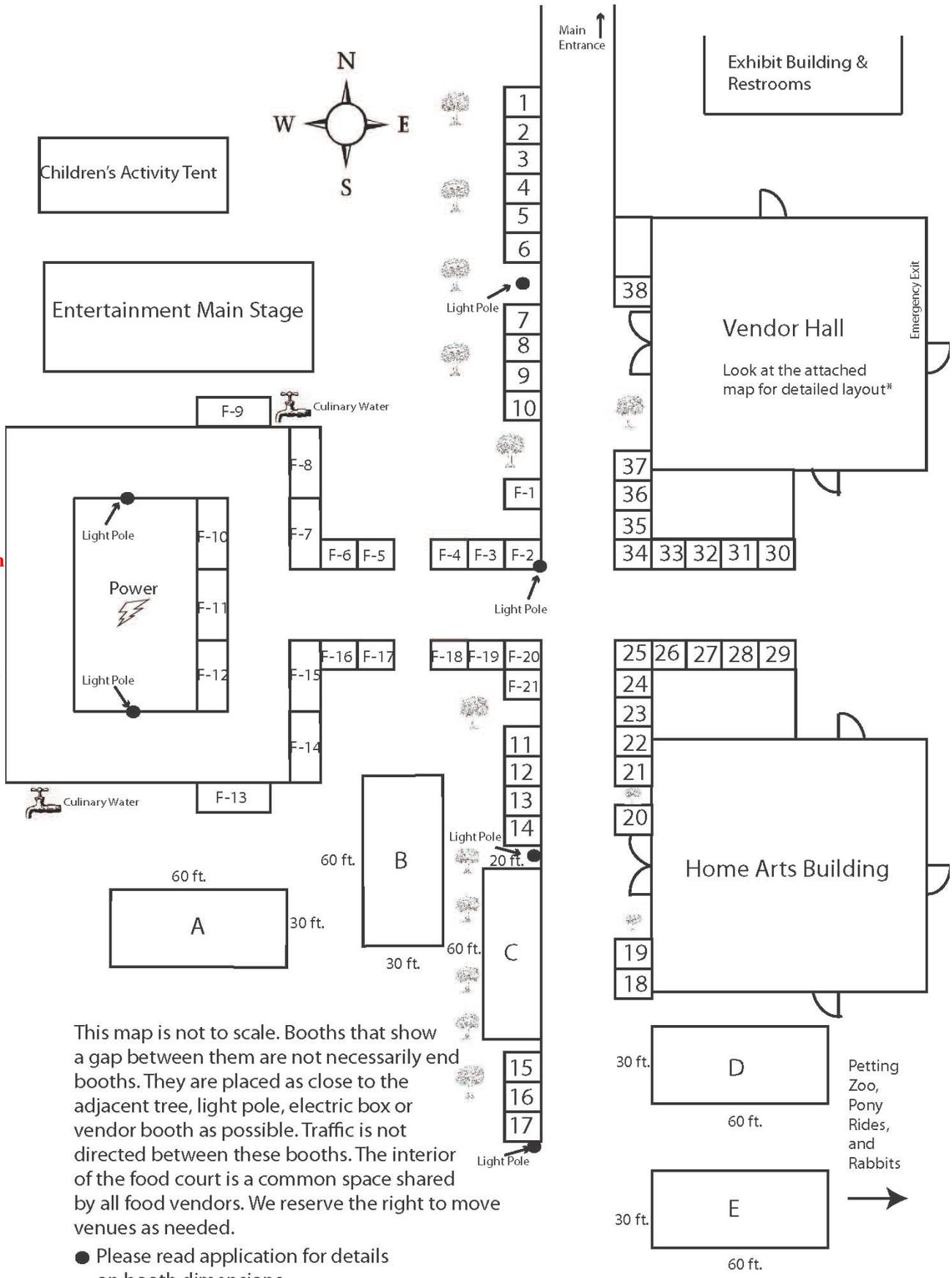
Lot A: Vendors may not park in this lot. It will be considered a VIP lot during the fair.

Lots B-F: Vendors may park in these lots.



APPLICATION FOR EXHIBITOR PERMIT FOR THE 2016 DAVIS COUNTY FAIR

Vendors with an "F" listed next to a number are considered food vendors

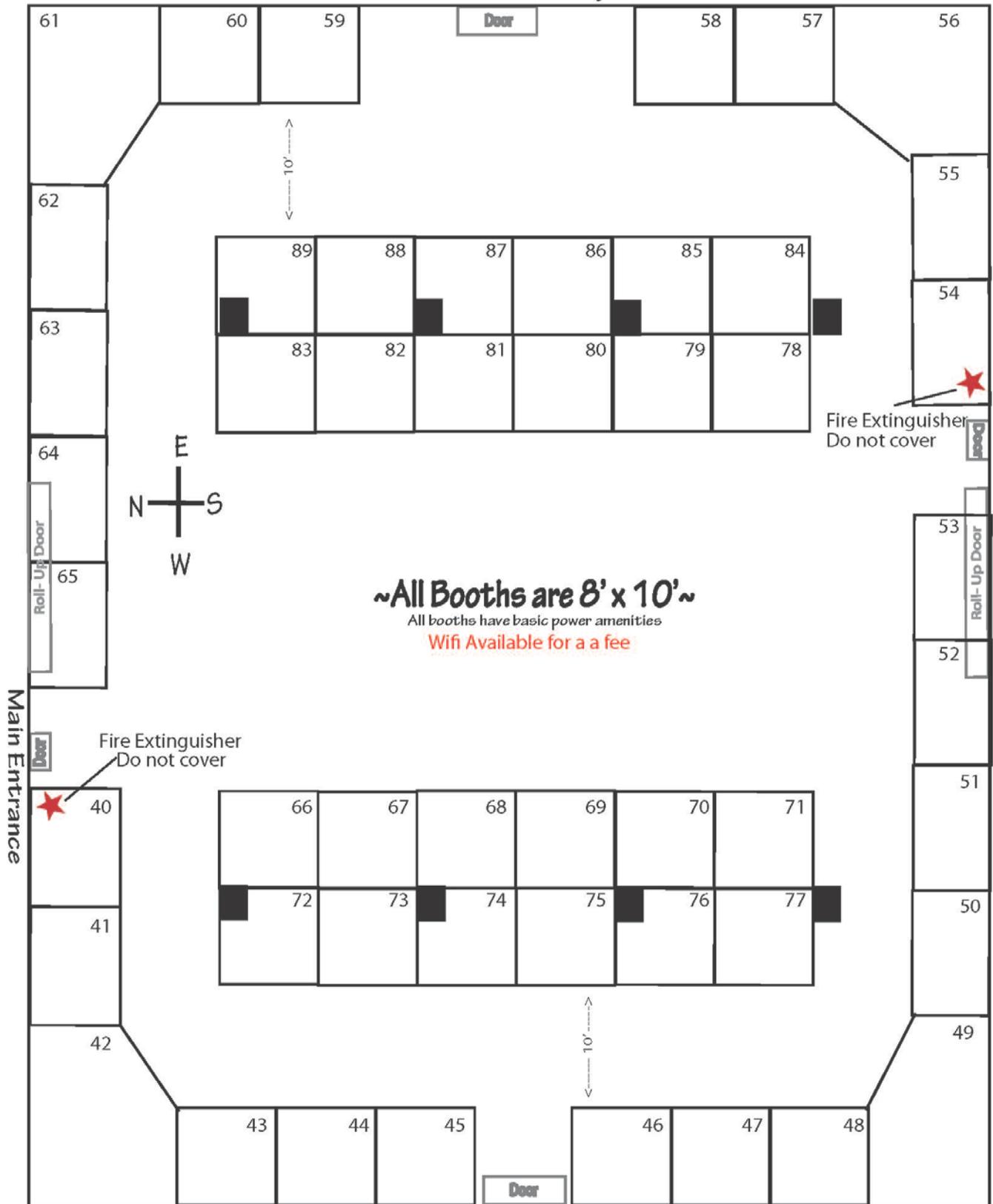


This map is not to scale. Booths that show a gap between them are not necessarily end booths. They are placed as close to the adjacent tree, light pole, electric box or vendor booth as possible. Traffic is not directed between these booths. The interior of the food court is a common space shared by all food vendors. We reserve the right to move venues as needed.

- Please read application for details on booth dimensions.

APPLICATION FOR EXHIBITOR PERMIT FOR THE 2016 DAVIS COUNTY FAIR

Indoor Vendor Booth Layout



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The undersigned Exhibitor (the "Exhibitor") submits this application to Davis County for authorization to use a space at the Legacy Events Center during the Davis County Fair and acknowledges and agrees to be bound by the authorized use and shall be subject to the permit period and conditions set forth in this application. The dates for the Davis County Fair are **August 17-20, 2016**.

1. Owner/Operator: _____ Business Name: _____
Address: _____
City/State/Zip: _____
Phone: _____ E Mail Address: _____

2. Space Request: See attached maps. If your booth choices (1st, 2nd, or 3rd) are not available, we will assign the nearest available booth to your first choice. Booth #: 1st Choice: _____ 2nd Choice: _____
3rd Choice: _____

Power Needs (all booths have standard power available): (check one)
Standard (110 volts/20 amps) NONE Other (indicate in #3)

3. Special Needs:

- Special/Additional Electrical (*above 110 volts & 20 amps*). Specify: _____ Additional \$50. *See paragraph 28.*
 Phone lines at \$20 per line. _____ Number of lines. *See paragraph 25.*
 Wireless Internet Access. Additional \$20. *See paragraph 26.*

Other Special Needs: _____

4. Intended Use/Product: _____
No other use without prior written consent of the Fair Director

5. Rental Cost: Exhibitors inside of the vendor hall, or those along the main outdoor walkway, shall pay rent in the amount of **\$400.00**, due with this application. Exhibitors in booths 26-33 shall pay rent in the amount of **\$275.00**, due with this application. Please make all checks out to "Davis County." If applicant desires to pay with a credit card, they must pay in person and sign the credit card charge authorization slip. **Credit card information will not be processed any other way than in person. Cash, checks, and money orders will be accepted through the postal service or in person.** If you are interested in our larger vendor spots labeled A, B, C, D, and E on attached map, please call Brooks Burr at (801) 451-4087 for pricing information.

All of the above booth pricing includes one **10x10 canopy (outside), pipe & drape (inside 8 x 10)**,

Banquet tables, folding chairs, and table cloths/table skirts come at a fee. If you would like any or all of these items please fill out the information below:

Tables cost \$5 per table. Quantity _____ x \$ _____ = total due for tables \$ _____

Chairs cost \$2 per chair. Quantity _____ x \$ _____ = total due for chairs \$ _____

Fitted table cloth and table skirt cost \$1 per table. _____ x \$ _____

Larger space requirements, phone lines, Internet access and special electrical needs come at an additional cost. This permit will not be effective until payment is made in full and the completed application has been signed by the Exhibitor and approved and signed by the Fair Director. Rental costs may change until this application is signed by both parties and paid in full.

Neither Davis County nor the Davis County Fair can give discounts to non-profit organizations or charities.

Booth/Space Dimensions: (*see the diagram*)

APPLICATION FOR EXHIBITOR PERMIT FOR THE 2016 DAVIS COUNTY FAIR

The allotted space for a booth designated as numbers 1-10 and 11-38 is approximately **10 x 10**. The allotted space for booths numbered 40-89 inside the vendor hall measures approximately **8 x 10 (according to map, black squared indicate columns. If represented in booth space, they will be taking up room)**.

No use of exhibitor signage is allowed on the fairgrounds, or anywhere outside of your booth. The Exhibitor will be charged a \$75 fee if unauthorized signage is found on fairgrounds, this includes walkways. Unauthorized signs will be removed by the fair immediately.

6. Responsibility: The Exhibitor herewith agrees to indemnify and hold Davis County, the Davis County Fair Board and/or the Legacy Events Center, and their respective officers, agents, officials and employees, harmless from any action, causes of action, claims for relief, demands, damages, expenses, costs, fees, or compensation, whether or not said actions, causes of action, claims for relief, demands, damages, costs, fees, expenses and/or compensations are known or unknown, are in law or equity, and without limitation, all claims of relief which can be set forth through a complaint or otherwise that may arise out of the acts or omissions, negligent or otherwise of the Exhibitor or its officers, officials, agents, or employees, volunteers or any person or persons under the supervision or control of the Exhibitor or its officers, officials, agents, employees or volunteers. Davis County, the Davis County Fair Board and/or the Legacy Events Center and their respective officers, agents, officials and employees shall not be responsible for any personal, property, or economic loss occasioned by, caused by or resulting from fire, theft, windstorm, explosion, natural phenomena, and cancellation of event, loss of occupancy or any other cause incurred by the Exhibitor.

7. Compliance: The Exhibitor shall comply with all applicable state and local health and other laws, rules, regulations and obtain and comply with all required permits, including attendance at any required orientation or training courses. Social security number or business tax identification numbers must be provided to the Utah State Tax Commission upon their request.

8. Conditions/Rules: The authorization for the use of the space is subject to the conditions, rules and regulations of Davis County, as amended.

9. Assignment/Sublease: The Exhibitor will be given an assigned space and is not given permission to sell or display their product or services in any other location at the Fair or Legacy Events Center. The Exhibitor shall not assign or sublet any part of this lease or space.

10. Costs: The Exhibitor agrees to pay for all costs of collection, default, breach or enforcement hereunder, including a reasonable attorney's fee.

11. Exclusivity: The Exhibitor is not guaranteed exclusivity. No exclusivity is implied, written, verbal or otherwise. No refunds will be issued based on lack of exclusivity.

12. Sampling: No food or drink samples of any kind may be given out by the Exhibitor. The Exhibitor, if it sells food products or services that are to be consumed at a later date, such as delivery services or food storage, may give small samples with the written permission from the Davis County Fair Director and with any permits required by the Davis County Health Department. It is the responsibility of the Exhibitor to notify the Davis County Health Department, and acquire any necessary permits or licenses from the Davis County Health Department.

13. Acceptance: This application is not considered accepted until the Director of the Legacy Events Center has signed this application and the Exhibitor's fee/rental cost has been paid in full.

APPLICATION FOR EXHIBITOR PERMIT FOR THE 2016 DAVIS COUNTY FAIR

14. Cancellation or Failure to Show: If the Exhibitor cancels its application on or after July 1, 2016, it will not receive a refund of the rent it paid. If the Exhibitor cancels before July 1, 2016, it will receive a refund in the amount of one-half of the rent it has paid only after Davis County resells its assigned space.

If the Exhibitor does not arrive and set up its booth by the opening of the Fair on Wednesday it shall forfeit its reserved space and the rental fees paid for that space. Furthermore, Davis County retains the right to resell any unused space.

15. Character of Exhibits: All exhibits and articles or printed materials intended for display or distribution must be approved by the Davis County Fair Director in advance. The Exhibitor shall remove any displays and/or materials that may be deemed objectionable or unsuitable for all ages at the Exhibitor's sole cost and/or expense. The distribution of printed matter and other articles is restricted to the space occupied by the Exhibitor. Exhibits deemed unsuitable or objectionable will not be allowed. The Exhibitor, by signing this contract, authorizes the Davis County Fair Director to inspect all exhibits and all materials and articles intended for distribution. Exhibit booths must be maintained in clean and proper order at all times by the Exhibitor.

16. Alterations: Any alterations or changes to booths must have the prior written approval of the Davis County Fair Director. Any approved changes shall be made by the Exhibitor without cost and/or expense to Davis County. The Exhibitor must restore the booth to its original form before vacating it. The Exhibitor shall be liable for any damage caused by any alterations.

17. Installation & Operation Hours of Exhibits: Booths may be setup on the Tuesday before the Fair, between 9:00 am and 9:00 pm. The Exhibitor **must be open from 11:00 a.m. until 9:00 p.m.** during each day of the Fair. The Exhibitor may begin removing its materials after 9:00 pm on Saturday, and must have all of its materials removed by 11:00 p.m. on Saturday. The Exhibitor will not be given vehicle access to restock or replenish its supplies or products and should plan on carting supplies to their booth once the Fair has begun.

18. Removal of Materials after the Fair: No exhibits and materials may be removed during the operating hours of the Fair. All exhibits and articles must be removed by 11:00 pm the Saturday of the Fair. The Exhibitor will be charged a fee if all materials are not removed. The Fair and the exhibit buildings will not be open on Sunday. There will be no security present after Saturday.

19. Shipments: All shipments to the Exhibitor at the Events Center must either be prepaid for by the Exhibitor or be received by the Exhibitor or their agent. Neither Davis County nor the Legacy Events Center/Davis County Fair is responsible for any lost or stolen shipments. The Legacy Events Center/Davis County Fair staff will not accept or sign for any deliveries.

20. Losses: Davis County is not responsible for loss of exhibits or the Exhibitor's property or supplies before, during or after the Fair, and, therefore, the Exhibitor is responsible for insurance to cover any loss. The Exhibitor is urged not to leave valuable merchandise or items unattended at any time.

21. Noise: No loudspeaker, amplifier or other sound device can be used in the exhibit space without prior written approval of the Davis County Fair Director. Excessive noise from high speaker systems, stereos, televisions, organs, or any other sources is prohibited.

22. Taxes: The Exhibitor, if engaging in sales, shall be responsible directly to the Utah State Tax Commission for the collection and submission of sales taxes. Temporary sales tax numbers will be assigned by the Utah State Tax Commission to all exhibitors. All exhibitor information from this application may be

APPLICATION FOR EXHIBITOR PERMIT FOR THE 2016 DAVIS COUNTY FAIR

submitted to the Utah State Tax Commission for their use in collecting taxes. Exhibitors may contact the Utah State Tax Commission with questions at 801-297-6303.

23. Parking: All exhibitors must park in specified lots or other general fair parking areas (excluding VIP lot) throughout the duration of open fair hours. Vehicles are not permitted on the grass or sidewalk, with the exception of food vendor trailers being delivered before the Fair begins and removed after the completion of the Fair. **Vehicles parked anywhere except in a parking lot may be towed at the owner's expense.** Vehicles will not be allowed back into the exhibitor area until the Fair has closed on Saturday night. The Exhibit is not given permission to park vehicles, RV's or trailers overnight. No vehicle larger than a normal, single parking stall is allowed in the paved parking lot.

24. Parking Fees: Parking fees are collected from each vehicle entering the parking lots. Each exhibitor will be issued **three (3)** complimentary parking passes per exhibitor application. Each pass is valid for the duration of the Fair. No additional passes will be made available. Passes will be sent through the postal service to the address listed on this application.

25. Phone Lines: A very limited number of phone lines are available in select booth locations. Requests for phone lines need to be made by selecting the appropriate box in section 3 of this application. Exhibitors who receive a phone line will be limited to local and toll free calls. Phone lines cost an additional \$20 per line, per booth.

26. Internet Access: Davis County has a limited number of high speed DSL wireless Internet access points available. The cost for Internet access is \$20 per booth. The Exhibitor must provide its own computer and software. It is recommended that the Exhibitor arrange to test the access prior to signing this application. The Exhibitor uses the Internet at its own risk. There is a limited quantity available.

27. Right to Move: Davis County reserves the right to move the Exhibitor from one location to another regardless of the Exhibitor's space request or previous assignments.

28. Electricity: All booths have one standard electrical outlet with 20 amps and 110 volts available. The Exhibitor will need to provide its **own extension cord.** A limited number of locations/booths have 220 volts available. The Exhibitor, if requesting 220 volts, will be assessed an additional \$50. Other electrical needs may be accommodated, at a minimum additional cost of \$50 and with 2 weeks advance notice.

Neither Davis County nor the Davis County Fair is **responsible** for repairs to the Exhibitor's equipment and supplies. The Exhibitor will be responsible for all such costs and/or expenses.

29. Fire Lanes: Paved surfaces surrounding the exhibit buildings and on the west side of the grass area are considered fire lanes. The Exhibitor may not park vehicles in these areas. Parking in a fire lane may result in a fine and/or having the vehicle towed at the owner's expense.

30. Fire Hazards: The Exhibitor may not have any open flames or cooking devices. Only food vendors may use flames as part of a cooking device used to heat or cook their food. Every food vendor is required to have a fire extinguisher in their booth at all times. Fire extinguishers may be inspected by the Farmington City Fire Department at any time. Food vendors may not cook or have an open flame under a tent, unless the tent has a fire rating of CPAI-84.

APPLICATION FOR EXHIBITOR PERMIT FOR THE 2016 DAVIS COUNTY FAIR

31. Booth Designation: *(See Map)* Food booths are numbered F-1 through F-21 and are intended for those selling food items intended to be consumed on-site. Exhibitors selling food items to be consumed on site must complete an *Application For Food Vendor Permit*. Booths 72, 74, 76, 85, 87, and 89 have a support column within the allotted area.

Fair Vendor's Signature: _____

Dated: _____

Legacy Events Center Director's Signature: _____

Dated: _____

For Fair office use only

Total Paid: \$ _____ *Receipt Number:* _____ *Date Received:* _____

Power needs approved: _____