

Eddy County Fair
98 Joy Rd
Artesia, NM 88210

Eddy County Fair & Rodeo
July 25 - July 30, 2016



Booth Rental Contract

This contract shall be an agreement between the Eddy County Fair Association, Inc. and; _____ known as booth occupant and/or vendor for the Eddy County Fair according to the terms as follows: The Eddy County Fair Board reserves the right to refuse service to any booth applicant.

Hours for Exhibit buildings shall be as follows:

- Monday 4 PM to 9 PM
- Tuesday & Wednesday from 10 AM to 9 PM
- Thursday & Friday 10 AM to 10 PM
- Saturday 9AM to 5 PM - optional

Set-up and Tear down hours:

Set up will begin on Monday at 8:00 AM. Arrangements to set up on Sunday can be made. You must be set up and ready by 3 PM. If you are not set up by 3 PM, you automatically forfeit your reserved spot. Tear down will begin Friday beginning at 10 PM. You are welcome to haul out through the east end of the exhibit barn Friday by dolly or cart only. No vehicles will be permitted inside the fairgrounds until 6 PM on Saturday. No Exceptions!

Rates - Booth rates shall be as follows and should be considered a non refundable donation:

- o 10 x 8 Exhibit Booth - \$150 (1 6ft table, 2 chairs, electricity)
- o 10 x 10 Commercial Booth - \$200 (1 8ft table, 2 chairs, electricity)
- o 10 x 20 Commercial Booth - \$300 (2 8ft tables, 2 chairs electricity)
- o 10 x 30 Commercial Booth - \$500 (3 8ft tables, 2 chairs, electricity)

Exhibitor is responsible for supplying electrical cords.

Booths are to be decorated in an appealing manner and be kept neat and clean at all times. Booths will be judged during fair hours and the winner will be presented a trophy.

The booth occupant shall be responsible for any and all damages to the booth area and shall be billed for such damages. The Eddy County Fair Board reserves the right to hold random booth inspections.

Deadline for Booth Reservations - June 30. No booth shall be considered reserved until donation and contract has been received by the booth committee (please call to confirm we have received your contract and donation). All Vendors from previous years shall have first choice on their previous booth up until this date only. If your organization requires a PO #, PLEASE make arrangements in plenty of time prior to booth reservation deadline to avoid forfeiture.

The Eddy County Fair Association, Inc. agrees to provide the following for booth occupants:

- o Provide as much advertising and publicity in the news papers, radio & television as is practical.
- o To make Fair Grounds and/or buildings available to provide ample time for set up.

_____ email _____
Name of Booth (please print)

_____ Phone: _____
Contact Person

 Credit Card # _____ Ex Date ____/____/____ Security Code on Back ____

_____ City ST Zip
Billing Address

Signature: _____

Contact Info. Debbie Bell cell (575) 308.8254 email: debbie.bell@hollyfrontier.com or jdb@pvtm.net