



# Gage County Ag Society

P.O. Box 671, Beatrice, Nebraska 68301 • 402-223-3247 • [gagecountyfair.com](http://gagecountyfair.com)

## EXHIBITOR GUIDELINES

2024 Gage County Fair and Expo | July 24 - July 28, 2024

### EXHIBITOR BOOTH SIZES AND PRICING

#### INDOOR BOOTH

Ag Hall, 9' wide x 10' deep.....\$125

All booths have 3' side drape and 8' deep drapes.

NO tables, skirting, or chairs supplied unless ordered and paid for.

#### OUTDOOR EXHIBITOR or VENDOR SPACE

\$5 per front foot, with a minimum of \$100

Front footage on ground thoroughfares

Corners will be charged along each side

### EXHIBITOR HOURS

Buildings will be open from **11:00 am to 10:00 pm Wednesday through Saturday** and **Noon to 7:00pm on Sunday**.

You are not required to be present at your booth at all times, but we are not responsible for items in your booth.

If you dismantle your booth prior to 7:00 pm Sunday, your next year's fee may be increased by \$25.00 and you may lose placement priority.

### SET UP TIMES

Monday 1:00 pm - 6:00 pm, Tuesday 9:00 am - 9:00 pm and Wednesday 8:00 am - 1:00 pm.

Food concessionaires have the option to be open on Tuesday.

\*All exhibitors must be ready for business at 1:00 pm Wednesday.

### FOOD VENDORS

No food will be sold inside unless permission is given. Please furnish us with a copy of your menu. All food vendors will be charged 15% of gross proceeds after sales tax for all days of operation.

**A \$300 DEPOSIT NEEDS TO BE SENT WITH YOUR SIGNED CONTRACT. IT WILL BE HELD BY THE FAIR OFFICE AND SETTLEMENT WILL BE MADE ON SUNDAY EVENING. A \$35.00 UTILITY FEE WILL BE REQUIRED ALSO.**

Vendors will report their gross receipts daily on forms supplied. These are to be turned in to the fair office by the beginning of the next business day. Please indicate on your contract the exact amount of space you will need, including bumpers and awnings.

**THE \$300 DEPOSIT WILL NOT BE RETURNED IF YOU LEAVE THE FAIR BEFORE SUNDAY EVENING. STATE INSPECTIONS WILL BE ON TUESDAY. PLEASE SUBMIT YOUR PERMIT NUMBERS ON YOUR CONTRACTS. PAYMENT NEEDS TO BE SUBMITTED WITH YOUR SIGNED CONTRACT.**

### EXHIBITOR INSURANCE

All vendors must turn in a certificate of insurance with reservation. Insurance must show proof of adequate liability in the amount of \$1,000,000.

### TABLES and CHAIRS

If you would like to rent 8' or 6' tables for \$15.00, or folding chairs for \$5.00, please indicate this on your contract and include in your payment.



## **PARKING**

Vendor parking is in the lot next to the schoolhouse. Each non-food exhibitor will receive two vendor-parking passes, which are good only at the west (Barn) entrance. Passes will be in the registration packet, which can be picked up at The Fair Office during FAIR WEEK. The packets will not be mailed out to you. Extra passes cost \$12.00 each. Parking in front of exhibit areas will not be tolerated. All vehicles used to bring in supplies must be moved to designated areas immediately after unloading. You may park in your booth space only if the vehicle is part of the display. Any violators will be towed at the owners expense.

## **SECURITY**

There is minimum security on the fairgrounds at night. The Gage County Ag. Society is not responsible for loss or damage to your property.

## **ELECTRICAL**

There is a \$20.00 electrical use fee. You are responsible for your own extension cords. If you have special electrical needs, please indicate so on your contract. Special electrical needs may not be met unless we have been informed of in advance.

## **PAYMENT POLICY**

ALL BOOTH RENT MUST BE PAID IN FULL AT THE TIME THIS AGREEMENT IS SIGNED.

Spaces are available on a first come, first serve basis. We do not send out confirmation of your contract. Please call 402.223.3247 if you have questions.

## **CANCELLATIONS**

In the event that you cannot honor our contract, please notify us. No refunds will be issued after July 1st. A \$10.00 office fee may apply.

## **MERCHANDISE SOLD**

Please send an itemized listing of inventory being offered. No items that may cause injury or foul odors are allowed. The Gage County Fair Manager and/ or Board Members reserve the right to ask for removal of certain items.

## **SOLICITATIONS**

All mascots, solicitations, and samples must be approved at the Fair Office prior to activity. NO food may be offered from a non-food vendor, although water or a candy dish is acceptable.

## **CAMPSITES**

Campsites are available with electrical hookups. Some water hookups are available. Spaces are available on a first come first serve basis. Cost is \$125.00 for fair week.

## **ACCOMMODATIONS**

Capri Inn & Suites, 402-228-8808  
Travelers Lodge, 402-223-4074

Econo Lodge, 402-223-3536  
Victorian Inn, 402-228-5955

Holiday Inn Express, 402.228.7000

## **WEAPONS**

WEAPONS OF ANY KIND (KNIVES, GUNS, ETC) MAY NOT BE SOLD ON OR GIVEN AS PRIZES ON THE GAGE COUNTY FAIRGROUNDS. NO EXCEPTIONS!!

## **SAFETY**

All exhibitors will conform to fire and electrical codes. Outdoor cooking facilities, fuel tanks, and soda equipment must be fenced or covered.