



FAIRGROUNDS & EVENT CENTER OF MONTGOMERY COUNTY  
ADMINISTRATIVE OFFICE MAILING ADDRESS  
580 Calumet Lane  
Dayton, Ohio 45417-8014  
www.montcofair.com  
Phone: (937) 224-1619  
FAIRGROUNDS SITE: 645 INFIRMARY RD, DAYTON

EXECUTIVE DIRECTOR  
Lori Page  
DEPUTY DIRECTOR  
Amanda Yingst  
BOARD OF DIRECTORS  
Mark Jimison, President  
Tim Colston, Vice President

Montgomery County Fair: Sunday, July 7<sup>th</sup> – Saturday, July 13<sup>th</sup>, 2024  
Location: 645 Infirmary Rd. Dayton

January 1, 2024

RE: 2024 Montgomery County Fair Vendor(s)

Dear Vendor:

We would like to take this opportunity to thank you for your interest in participating as a Vendor at the 2024 Montgomery County Fair.

We will have 2 location options available for vendors for the 2024 Fair.

- 1) Indoors, in the air-conditioned Main Event Center
- 2) Outdoor Lawn area

Please find enclosed, the 2024 Vendor Contract. We will be taking contracts on a first come first serve basis. Please submit the following to the Fair Office by **May 20<sup>th</sup>**. For your application to be considered, please be sure to provide:

- Completely filled out and signed contract
- Payment in full for each requested space
- Certificate of Liability listing the Montgomery Agricultural Society as additionally insured.

***Please note: A Late fee of \$100.00 will be charged if application and/or payment are received after May 20th for repeat vendors.***

We are looking forward to your participation in celebrating 172 years of Farm, Fresh, Fun at the Montgomery County Fair.

Sincerely,

A handwritten signature in blue ink that reads "Lori Page". The signature is written in a cursive, flowing style.

Lori Page, Executive Director  
Montgomery County Fair



VENDOR AGREEMENT
MONTGOMERY COUNTY FAIR



Fair Dates for 2024: July 7th - July 13th
Location: 645 Infirmiry Rd. Dayton

Mailing Address: 580 Calumet, Dayton, Ohio 45417-8014 Phone: 937-224-1619 x 0 | Fax 937-224 -1425 | E-mail: amanda@mcohofair.com

Signed form and payment in full due no later than May 20th, 2024. Late applications and payments will be charged a fee of \$100.00. Late applications may not be considered due to lack of availability.

BOOTH SET-UP DAYS/TIMES:

Friday, July 5th & Saturday July 6th, 2024, from 9AM to 6PM. Arrangements must be made for set-up times different than those stated. The Building will be armed and locked at 6PM on Friday and Saturday.

VENDOR BUSINESS INFORMATION
Name of Vendor: Vendor Lic. or SS:
Name of Owner: Business Phone:
Email: Cell Phone:
Business Address:
City: State: Zip:
Name of onsite Manager: Cell Phone:

Inside Location: Main Event Center (Includes pipe, drape, 1 table and 2 chairs)

Please indicate booth size below:

- 10 x 10 \$500 - Includes three (3) Free Vendor Passes
20 x 10 \$750 - Includes three (3) Free Vendor Passes
30 x 10 \$1000 - Includes three (3) free Vendor Passes

Electric: Yes [ ] No [ ]
120v/20 amps (Limit up to 4)
240v/50 amps (Limit 1)

Outside Locations only:

Lawn (please indicate booth size below): (no tables or chairs provided)

- 10' Frontage x 10' Deep \$325 - Includes three (3) Free Vendor Passes
10' Frontage x 20' Deep \$450 - Includes three (3) Free Vendor Passes
20' Frontage x 20' Deep \$750 - Includes three (3) Free Vendor Passes
Larger than 20' Frontage will be \$750.00 plus \$5 per additional foot

Additional Vendor Passes: \$5.00 each - Limit of 4 passes; 5 or more passes are \$10.00 each

@ \$5.00 (max of 4)
@ \$10.00

Total:

Full payment for the designated space and amenities along with your Certificate of Insurance must be received from the Vendor by May 20th to be considered as a valid applicant.

For Office Use Only - Notes:

- Payment Contract Insurance Vendor Passes Confirmation Sent Space Assignment
Pass No's



Please briefly describe your display in the space below as this will assist in the selection process. *Photographs should accompany listed items.*


**Note:** This is your contract if your reservation is accepted by staff. This contract is nontransferable. It is mutually agreed and understood that this contract between the Montgomery County Agricultural Society (MCAS) and the vendor is complete and accurate as indicated through the signatures provided. The MCAS reserves the right to accept or reject any applicant based on uniqueness and/or quality of products sold, services offered, appearance of the operation, and past or current references.

**Vendor rules to be followed as set forth in this contractual agreement with the Montgomery County Agricultural Society:**

- 1) Vendor agrees to abide by the rules and regulations adopted by the Board of Directors of The Montgomery County Agricultural Society (MCAS), which are incorporated herein by reference, and further agree to abide by any amended rules and regulations as adopted by the board of Directors of MCAS from time-to-time which amendments, if any will be furnished to the Vendor prior to the Montgomery County Fair.
- 2) Persons working in the booth rented by the Vendor shall confine their activities to the interior of the booth or space rented.
- 3) No part of the exhibit shall be removed during the week of the fair without special permission from the management of the fair.
- 4) The Board of Directors of MCAS reserves for itself and its duly appointed Representatives the right to refund money paid by Vendor under this Contract and to void the Contract if at any time the Vendor shall be engaged in illegal activities, fail to have proper State or City licenses and/or to conform with tax laws, or exhibit conduct/materials which, in the opinion by the Board of Directors of MCAS or it's duly appointed representatives, is offensive and/or is contrary to the community standards of decency and/or morality or would be unsuitable for viewing by minors. No weapons of any kind to be sold on fairgrounds. No explosive type novelties of any kind. The Board of Director of MCAS has the right to ban any novelties or concession items for safety reason. Spot checks of booths will take place. **No refunds will be made on contracts canceled 4 weeks prior to fair for any reason.**
- 5) Vendor shall not allow any exhibit other than his own to occupy any part of his space.
- 6) Vendor shall use no public-address system or loudspeakers in his booth.
- 7) **Deliveries:** You **MUST** notify the Fair Office of any deliveries during the fair 24 hours in **ADVANCE**. We will turn delivery away without notification.
- 8) All Vendors must secure state licenses and conform to all state, county, city license tax laws.
- 9) The Montgomery County Agricultural Society reserves the right to reject application for space and the right to regain possession of any space in accordance with paragraph 4.
- 10) **MCAS requires the vendor to furnish a one-million-dollar insurance policy for the duration of the fair naming its Directors and the Montgomery County Board of Commissioners as additional insured on the Certificate of Liability.**
- 11) The Vendor entering into this contract agrees to hold the Montgomery County Agricultural Society harmless and indemnify the Montgomery County Agricultural Society, its' appointed officials, employees and volunteers for all liability arising out of the Vendor's actions or the actions of those employed by the Vendor.
- 12) Vendors are expected to have their space or exhibit in place and secured to their satisfaction by 6:00 PM the evening prior the opening day of the fair. All contents of booths must be removed promptly at the close of Fair.
- 13) Vendors shall remain open from 10:00 AM – 10:00 PM daily (except for Sunday – Noon to 10 PM)
- 14) Vendors are permitted to tear down their booth starting no earlier than 8pm on Saturday, July 13<sup>th</sup> but are not permitted to drive into the fairgrounds to pack up until 10pm or when fair closes.
- 15) No vehicles on the grounds after 10AM.
- 16) It is your responsibility to share the rules and regulations set forth on this contract with the people you have working in your booth.

\_\_\_\_\_  
Vendor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
MCAS Representative Signature

\_\_\_\_\_  
Date

**Signatures above are authorized by their respective agencies and indicate full compliance with the contract as stated.**