

MAURY COUNTY FAIR & EXPOSITION, INC.

AUGUST 29 - SEPTEMBER 2, 2017

OUTDOOR FAIRGROUNDS SPACE REGISTRATION FORM

By applying for a space, I am assuming all responsibility for all items and personnel working in my assigned area and will not hold the Maury County Fair & Exposition, Inc. Board, Maury County Parks & Recreation, or Maury County, TN liable for any damage to property, or theft, or personal injury or other accidents that may occur.

Name _____

Address _____

Phone _____ Email _____

Outdoor Fairgrounds Space price is calculated as \$15.00 per frontage foot up to the first 12 feet – negotiable after 12 feet. (Ex. A 10x10 space would equal \$150.00). For all vendors there will be a \$50.00 REFUNDABLE security deposit. (See details on next page)

Name/Type of Business: _____

Electricity is available on a first-come/first-serve basis at a \$25.00 charge
Please note here whether you will need electricity at your area. _____

Please list below what products, information or food you will have or attach a detailed description/menu:

FOOD VENDORS:

Please review the additional information accompanying this application. You will be solely responsible for ensuring that your concession operation conforms to these requirements. Maury County Fair & Exposition Inc. will not be responsible for obtaining any required licenses or permits. Furthermore, Maury County Fair & Exposition, Inc. is not responsible for the payment of any fees required for said licenses or permits.

Please make checks payable to: MAURY COUNTY FAIR & EXPOSITION, INC. or MCF&E

Send fee to: Maury County Fair & Exposition, Inc.
1018 Maury County Park Drive
Columbia, TN 38401

PAYMENTS DUE NO LATER THAN AUGUST 15TH, 2017.

Any follow-up questions from vendors can be emailed to Kevin Thompson at
kevin.thompson@mcfetn.org.

**BY SUBMITTING THIS APPLICATION YOU AGREE TO BE BOUND BY THE
FOLLOWING MCF&E POLICIES:**

Maury County Fair Policies & Procedures

CONTENT

The Maury County Fair is a family-oriented event. All vendor displays, items for sale, services or information provided by a vendor will be suitable for all audiences. Vendors will immediately remove any unsuitable materials or refrain from unsuitable activities when notified to do so by the chairman of the festival. Failure to do so will result in the immediate closing of the vendor's booth and the vendor's removal from the festival without refund.

SECURITY DEPOSIT

A \$50.00 REFUNDABLE deposit is required for **ALL** vendors. This deposit guarantees your space and adherence to Maury County Fair rules and policies.

CANCELLATIONS / REFUNDS

The deadline for vendors to cancel their contract and obtain any refund is August 15, 2017. No refund will be paid to any vendor who cancels after the deadline. All cancellations before August 15, 2017 are subject to a 25% nonrefundable retainage. Notice of cancellation should be emailed to Kevin Thompson, kevin.thompson@mcfetn.org , or an MCF&E representative at admin@mcfetn.org .

SCREENING

Food vendors must provide their own appropriate screening where required and must abide by the "Requirements Regarding Food for Temporary Events" published by the Tennessee Department of Health (a copy of which is included in this packet).

PERMITS

Food Vendors are responsible for obtaining all permits necessary for their operation of their booth.

SET-UP / BREAK-DOWN

Vendors may begin set up on August 28th between the hours of 9am and 5pm. Vendors may break down anytime on September 3rd, unless otherwise authorized. *Failure to adhere to this policy will forfeit your security deposit.*

PARKING

Maury County Fair & Exposition, Inc. (MCF&E) will provide all vendors with 1 (one) parking pass to park in the designated Vendor Parking Area. Vendors may park only in the location designated by MCF&E.

EQUIPMENT & SERVICES

Vendors are responsible for providing their own tent(s)/canopy, table(s), electricity, water or other item or service (unless otherwise agreed upon) needed for their operation.

BEFORE accessing Fair site, EACH vendor MUST:

- Check in at the Log Cabin in the front of Maury County Park
- Show proof of insurance
- Pick up a Vendor Packet

Vendor Packets include 1 parking pass and 2 vendor passes, booth assignment number, map and other necessary information.

Additional vendor passes are available for purchase @ \$5.00 per pass.