

APPLICATION FOR COMMERCIAL SPACE

FAIR DATES-JULY 30-AUGUST 8, 2010

OZARK EMPIRE FAIR

3001 N. Grant

Springfield, MO 65803

Phone: 417-833-2660

Fax: 417-833-3769

www.ozarkempirefair.com

PLEASE READ BEFORE COMPLETING APPLICATION

INSIDE	OUTSIDE	FOOD
<p><u>Cost:</u></p> <p>10'X10' corner = \$480.00 per booth 10'X10' = \$430.00 per booth **\$400.00 for each additional booth 10'X8'=\$350.00 per booth</p>	<p><u>Cost:</u></p> <p>\$35.00 per front foot (depths vary)</p>	<p><u>Cost:</u></p> <p>\$55.00 per front foot with 20 ft depth. Depth in excess of 20 ft will be charged \$100.00 per 10X10 foot of space. Payment schedule-1/2 with signed contract and 1/2 due May 1, 2010.</p> <p><i>Food vendors must operate in accordance with the Springfield-Greene County Health Department Guidelines.</i></p>
<p><u>Tickets:</u> Contract cost includes 20 admission tickets and one season parking permit. Additional tickets may be purchased at a discounted price.</p>	<p><u>Tickets:</u> Contract cost includes 20 admission tickets and one season parking permit. Additional tickets may be purchased at a discounted price.</p>	<p>Tickets: Contract cost for full-line food and drink includes 30 admission tickets and one season parking permit. Additional tickets may be purchased at a discounted price.</p>
<p><u>Electricity:</u> Access to one 110v, 20 amp outlet is included. You are responsible for extension cord to outlet (plan on 20'). Complete and return Electric Order Form.</p>	<p><u>Electricity:</u> Electricity is additional cost. Complete and return Electric Order Form. It is the responsibility of the exhibitor to provide a cord to the electric location.</p>	<p><u>Electricity:</u> Electricity is additional cost. Complete and return Electric Order Form. It is the responsibility of the exhibitor to provide a cord to the electric location.</p>
<p>Booths have 8' back curtain and 3' side curtains. All items in booth taller than 3' MUST be kept in BACK 1/2 of booth.</p>	<p>Tent rental is not included.</p>	<p>Space size must be large enough to entirely contain trailer with hitch and with window covers open.</p>

YOUR RESPONSIBILITIES:

1. Be familiar with and follow rules in Commercial Exhibitor Handbook. (A copy can be downloaded from the web-site, www.ozarkempirefair.com).
2. Staff your booth every day during the hours listed in Handbook.
3. Extension cords in good repair.
4. Tables, chairs, carpet, booth decorations, etc.
5. Everything in booth must be within space allotted. Display and personnel can NOT be in aisles.
6. Trash pick-up within your booth. (Food; proper disposal of food waste and grease.
7. Set-up and tear-down times listed in Handbook.
8. Outside: night lighting of your space and customer safety in marking obstructions such as tent stakes, ropes, trailer hitches, etc.
9. Repair damages to ground surface (such as tent stake holes) or inside curtains.
10. A list of tent vendors will be provided to all outside exhibitors. It is your responsibility to coordinate with the tent vendor. Space size must be large enough to entirely contain tent and stakes. Allow **FOUR FEET** on all sides of tent in addition to tent size.

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THIS IS NOT A CONTRACT! DO NOT SEND MONEY!

PART A: Must be completed by ALL applicants.

Company Name: _____
Contact: _____ Day Phone: _____
Address: _____
City: _____ State: _____ Zip: _____

PART B:

Purpose of booth: ___ Display ONLY ___ Sales. Describe items to be sold and/or displayed. Be specific!!
If a contract is written, it will be based on this information. NO CHANGES WILL BE ACCEPTED!

PART C:

References: Have you exhibited at other fairs? ___ Yes ___ NO. List three fairs, festivals or trade shows in which you have participated. (If you haven't done a show, list business or personal references.)

Fairs, Festivals, etc.	Phone Number	Contact Person

PART D: IMPORTANT!!

I have read the materials provided including the Commercial Exhibitor's Handbook and understand that this is an application ONLY and that acceptance of this application is NO guarantee a contract for space will be issued. IF I am offered a contract, I agree to adhere to all rules and regulations designated in the Commercial Exhibitor's Handbook.

Signed: _____ Date: _____

Print Name: _____

All applicants MUST complete the following parts F, G and H on page 2 AND the Electric Order Form.

PART E: Attach a photo here of booth set-up only. Photo should show what a visitor would see from the aisle.

****PHOTOS WILL NOT BE RETURNED!!****

OZARK EMPIRE FAIR

Concessionaire Electric Order Form

Application for booth space will NOT be complete until this Electric Order Form has been received.

COMPANY: _____

SIGNATURE: _____ DATE: _____

INSIDE:

1. Access to existing electric service is included in cost of booth in the E*Plex (except as noted). We need to know what electricity you will need to order to assign booth space for best distribution of power.
2. Power is provided at outlet only. You must provide yours own cords (approximately 20').

_____ No electric service needed

_____ 120v/20 amp service shared

_____ 120v/20 amp isolated circuit (limited availability)

_____ 208v/60 amp shared (MUST use NEMA #1460R plug, limited availability)

Additional charge of \$75 if Fair provides wiring, plug and/or labor to connect your equipment.

OUTSIDE:

1. Late charge of \$25.00 will be billed for electrical order form not paid for by July 1, 2010. (Applies when contract is issued.)
2. You determine your electrical needs. If you underestimate and we have to add another service connection for you during the Fair, we will bill you for that service plus late charge.
3. Only the Fair's electrician will be allowed to access electrical boxes for wiring service connections.
4. Power is provided at the service box ONLY. You must provide your own cords.
5. If you need a separate hookup for a storage or supply trailer, mark that need (and breaker size).
6. If you need more than one service of any given amperage, mark the number of services needed.

_____ No electric service needed

_____ 240/50 amp = \$150.00 each

_____ 120v/20 amp = \$50.00 each

_____ 240v/60 amp = \$175.00 each

_____ 240v/30 amp = \$100.00 each

_____ 240v/100 amp = \$225.00 each

_____ 240v/40 amp = \$125.0 each

_____ 240v/200 amp = \$275 each

Office Use Only

Date received _____

Amount paid _____

Date paid _____