



50TH ANNIVERSARY WYOMING STATE WINTER FAIR

Dear Trade Show Exhibitor,

Once again it is time to think about exhibiting at the 50th ANNIVERSARY Wyoming State Winter Fair & Trade Show. The Trade show is set this year for Friday, March 10th and Saturday, March 11th, 2017 in Lander, Wyoming. The Winter Fair Board is bringing in a very reputable sound person and our stage area will boast a new colorful festive appearance this year in honor of our 50th Anniversary Celebration.

Come help us celebrate the 50th Anniversary of the Wyoming State Winter Fair & Trade Show!!

Booth prices have been reduced in rates from last year because we are only going to have two(2) days instead of three(3). The Trade Show will be run as in the past and has boasted good crowds every year during the show. The Fair Board plans to make this a **GRAND 50th ANNIVERSARY CELEBRATION!**

NEW THIS YEAR:

Friday, MARCH 10TH at 7AM, the building will be open for **VENDORS** to set up. At **11AM** on this day, the building will be **OPEN** to the **PUBLIC**.

Saturday, MARCH 11th at 9AM the building will be opened for the **VENDORS TO ENTER**. At **10AM** on this day, the building will be **OPEN FOR THE PUBLIC**

EARLY BIRD DISCOUNT

For the early birds, we are offering a **DISCOUNT** if you pay for your space by February 24, 2017.

	<u>Booth Cost</u>	<u>Early Bird Discount</u>	<u>You're Cost</u>
Main Floor Booth	\$135	\$5.00	\$130
Balcony Booth	\$115	\$3.00	\$112
7 x 10 Concession Booth	\$120	\$3.00	\$117
Large Concession Booth	\$175	\$8.00	\$167

Please let us know if you are interested in tables and chairs. Tables rent for \$10 and chairs for \$3 each.

To reserve your exhibit space at the **50th ANNIVERSARY Wyoming State Winter Fair & Trade Show**, just complete all pages of the enclosed application. Please read the rules & regulations of your contract. Sign the second page of the contract before returning it to us with your payment. Because we operate on a first come first serve basis, it is advised that you return your contract as soon as possible. We will return a copy to you confirming your booth space by March 1st 2017.

If you have any questions about exhibiting at the 50th Annual Wyoming State Winter Fair & Trade Show, please contact **Marlene Young at 307-332-4011 or 349-6954 or Theresa Harmati at 307-349-7768**. If you know anyone else interested in participating in the 2017 Winter Fair, just let us know and we will be happy to visit with them or send them a contract.

Thank You for your participation, we are looking forward to a great Trade Show.

Wyoming State Winter Fair Board



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Reserve for the use of:

(Company name ONLY – For booth sign)

a booth to sell the following types of Merchandise

during the March 10th & 11th, 2017, Wyoming State Winter Fair Trade Show subject to the conditions set forth in this contract.

Booth spaces available are indicated below. Please mark with an "X" your first and second choice

Area	Price	First Choice	Second Choice
Main Floor – 10'X 10'X 4'	\$135.00	_____	_____
Balcony – 7'X 10'X 4'	\$115.00	_____	_____
Concession Booth – 7'X 10'X 4'	\$120.00 with electric	_____	_____
Large Concession Booth – over 7'X 10'X 4'	\$175.00	_____	_____
Outside Space	\$0.25 per sq.ft	_____	_____
Charitable Booth {must include youth activity}	\$50.00	_____	_____
#Tables	\$10.00 each	Number ordered _____	
#Chairs	\$ 3.00 each	Number ordered _____	

**ALL VENDORS MUST COMPLY WITH WYOMING LICENSING REQUIREMENTS
SUCH AS FOOD AND SALES TAX**

Set up will be Friday from 7:00 a.m. to 11:00 a.m.

Booth MUST be ready for customers by 11a.m., MARCH 10th

PLEASE NOTE: Exhibitor is Responsible to protect the GYM Floor from Scratches and/or Marks from their displays, furniture, or Inventory that is on display. Please take appropriate precautions to protect the floor.

No additional charge is made for standard booth setups. Booth and space are sold together. The only exception is for the purchase of bulk space, i.e., boat, automotive, trailer space.

Enclosed is a check payable to Wyoming State Winter Fair for \$ _____

Address correspondence to:

Name: _____ Position _____

Company Name: _____ Phone: _____

Street: _____ City _____

State, ZIP _____

Email: _____

Read and sign contract on next page and return both pages to us.

WYOMING STATE WINTER FAIR AND TRADE SHOW
EXHIBITOR CONTRACT - 2017

The Exhibitor and the Fair Board by signing below agree to abide by the rules of the Wyoming State Winter Fair Trade Show as follows:

1. The Fair Board reserves the right to refuse space which would in any way detract from the dignity or safety of the show.
2. Charitable booth must be a qualified charitable group and must include a youth activity or game as part of the booth.
3. **No exhibitor will allow or serve any water, beverage or food in the main floor exhibit areas.**
4. Oil, gas, or gasoline engines must be drained completely of fuel, the electrical source must be disconnected, and fuel caps must be sealed with tape.
5. The electrical capacity of the building is limited. Equipment requiring more than 1100 watts needs to be approved in advance in writing. No deep fat fryers allowed.
6. No exhibitor will be allowed to sell or distribute any filled glass bottles. Plastic containers are recommended.
7. Special signs, partitions, apparatus, shelving, or similar items may extend no more than **8 feet** above the floor in the **rear** or 2½ feet above the sides of the exhibit (Total of **4 feet** for side of booth partition height) without the permission of the Fair Board. No display items may extend beyond the front of the exhibit boundary.
8. No nails or screws shall be driven into the floors or walls of the building. No damage of any nature shall be done to any part of the building. Exhibitors will be held responsible for any damages.
9. All aisles must be kept clear.
10. No canvassing or solicitation of business except by exhibitors is allowed. No sale of raffle tickets may be sold except in exhibitor's booth space.
11. Subletting of space is prohibited unless approved by the Board for sharing of space by charitable organizations.
12. The fair provides security in the building from the time the fair closes each evening until the fair reopens each day of the fair. The fair is not responsible for any stolen, lost, or damaged items at the fair. The Fair Board recommends that exhibitors remove any valuable items from their exhibit when they leave each evening. The Fair Board recommends that you check your insurance policy to see if any special coverage is needed for your exhibit.
13. Any special carpentry or utility connections shall be installed at the exhibitor's expense.
14. Exhibitor must supply all labor necessary in setting up, remodeling, or dismantling exhibits.
15. Any booth manned by minor(s) must be under adult supervision at all times.
16. The decision of the Fair Board is final in any disagreement between exhibitors or in the decision to remove any exhibitor or their agent performing any act or practice which, in the opinion of the Fair Board, is objectionable.
17. All matters not covered by these conditions are subject to the decision of the Fair Board.
18. Exhibits shall be fully set up prior to the start of the trade show and may not be dismantled prior to ½ hour before closing on the final day. A penalty of \$150 will be charged for violation of this paragraph.
19. **INDEMNIFICATION AND RELEASE.** Exhibitors shall indemnify and hold harmless the Fair Board for any act and for all activities within the Exhibitor's space. The Exhibitor by signing this contract hereby releases, waives and discharges, and covenants not to sue the Wyoming State Winter Fair, Inc., its board members, all event sponsors, the owner of the event premises, and each of their agents, directors, officers, employees, attorneys, insurers, servants, agents, predecessors, successors and representatives (referred to herein as Trade Show Organizers from any and all liability to the Exhibitor, his/her agents, assigns, heirs and next of kin for any and all loss or damage, and any claims and demands of every kind and nature, for damages actual and consequential, past, present and future, arising out of or in any way related to the Trade Show, including but not limited to any claims of personal injury or death from the Trade Show or the loss of personal property by theft or otherwise, any publicity relating to the Trade Show, and any prizes awarded whether caused by the negligence of the Trade Show Organizers or otherwise.

Any modifications of this contract must be made in writing by the Fair Board.

I hereby acknowledge that I have read the above terms and conditions and no agreement other than those contained herein shall be binding upon the parties unless in writing and signed by an official of the Wyoming State Winter Fair, Inc.

Signature _____ Date: _____

Booth Name: _____

Contract approved by Fair Board: _____ Date: _____

Return to: **WSWF** / PO Box 1013 / Lander, WY 82520