



March 16, 2023

Dear Commercial Exhibitors,

The Ellis County Fair Association is truly excited about the upcoming 2023 Ellis County Fair scheduled for July 15 through July 22, 2023. We have some excellent entertainment lined up including two nights of racing at the adjoining RPM Speedway, two nights of Rodeo, a petting zoo and a truck and tractor pull along with many family fun activities, and much, much more.

All business and commercial vendors will be located in our air-conditioned Unrein Family Building. We are excited to be able to provide the businesses and fair patrons with a location to cool off and minimize the intense heat July usually brings us.

The rental fee is \$50.00 and you can decorate your booth area as long as you stay within your allotted space. The theme for the fair this year is *Saddle Up For Fun!* If you are interested in exhibiting, please fill out the enclosed form and return it to the Ellis County Fair Association before the deadline of **June 12, 2023**. If you have any questions, please feel free to contact me by phone or email. We hope to see you at the Ellis County Fair.

Set up times for the Unrein Family Building are Monday, July 17th between 2:00 p.m. to 5:00 p.m. and on Tuesday, July 18th between 10:00 a.m. to 4:30 p.m. with doors open to the public at 5:00 p.m. each evening from *Tuesday, July 18th through Friday, July 21st*.

Sincerely,

Tessa Scheck
tmscheck79@gmail.com
(785)650-4464

2783 Fairground Road
Gorham, KS 67640
<https://www.elliscounty.net/681/Ellis-County-Fair>

ELLIS COUNTY FAIR-COMMERCIAL EXHIBITOR CONTRACT

This is an agreement between _____ and the Ellis County Fair Association. This agreement pertains to the Ellis County Fair in Hays, Kansas, from July 18 through July 21, 2023. All commercial exhibits will be set up in The Unrein Family Building on the Midway.

Commercial Exhibits:

- **All displays will be set up no later than 4 pm Tuesday, July 18, 2023 and be torn down no earlier than 10 pm on Friday, July 21, 2022 (early closure of your booth may result in you being asked to pack up and not return in the future and forfeiture of booth rent already received by the Ellis County Fair)**
- **Displays will be open from 5-10 pm nightly July 18-21, 2023**
- **Booth space is limited so sign up today!**

Commercial Exhibitor Name: _____

Contact Person: _____

State of Kansas Sales Tax ID: _____

Address: _____

Phone/E-mail: _____

Please describe what you will be exhibiting:

Booth spaces will be approximately 10' by 10'

Your Investment is \$50.00 per booth space and must be received prior to the start of the fair. All vendors are responsible for the cleanup of their area after the conclusion of the event and this includes any additional chairs and tables that were not originally at set up time.

PLEASE INCLUDE YOUR CERTIFICATE OF LIABILITY INSURANCE WITH PAYMENT.

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You may obtain Insurance through the Ellis County Fairgrounds for \$85.00 for the week if you so desire. Insurance checks need to be made payable to Ellis County Clerk.

Booth rental fees need to be made payable to Ellis County Fair.

Ellis County Fair Representative

Vendor

Date

Date

<u>For Office Use Only</u>		
Contract: Yes/No	Paid: Yes/No	Insurance: Yes/No