



**COMMERCIAL EXHIBITOR
BOOTH RENTAL AGREEMENT**
(Food, Open Grounds, Commercial Building)

Checks made payable to: *Mille Lacs County Agricultural Society*
Mail this agreement and all required documentation to:

Mille Lacs County Agricultural Society
PO Box 595
Princeton, MN 55371

The following rental agreement for the Mille Lacs County Fair has been agreed upon by both parties (Mille Lacs County Agricultural Society and the renting party). Both parties are to retain a signed copy of this agreement. Rental Agreements are due to the Fair Office by July 24. After this date all rental agreements will incur a \$25.00 late fee.

Please print legibly or type; unreadable applications will be returned.

Renter: _____

Contact Person: _____ Phone: ____-____-____ Cell: ____-____-____

Address: _____
City State Zip

E-mail: _____
Please provide an e-mail address; future rental information and correspondence will be provided via e-mail.

Facebook page: _____

Type of Space (Check One): ____ Commercial Building ____ Open Grounds ____ Open Class Overhang
____ Food Booth

This rental Agreement **MUST** be accompanied by:

- Signed Hold Harmless Agreement
- MN State Sales Tax Form ST-19 [Form ST-19 \(state.mn.us\)](http://state.mn.us) MN Sales Tax # _____
- Check for Rental Fee (cash not accepted)
- Check for Deposit (cash not accepted) – deposit check will be returned after 4 PM on Sunday of the Fair providing the renter qualifies for the deposit to be returned.
- Liability Insurance naming Mille Lacs County Agricultural Society as an additional insured
- Fee for Quick Disconnect Electrical Outlet (if applicable)
- Current Food License (Food Vendors Only) OR MN Cottage Food Registration
- Copy of 501c (3), (5), (7) or (9) Non-Profit Status Letter or Certificate

Agreements not accompanied by the above items will be returned in their entirety to the Renting Organization's Contact Person or applicant.

Please describe in detail the Food/Product/Services that will be Sold/Displayed in your booth or attach menu information:

Please indicate the type and quantity of booth for rent:

Booth Location	Quantity	Standard Fee	Non - Profit Fee	Size	Late Fee	Total Cost
Commercial Building						
Manned Booth		\$215.00	\$150.00	8 ft. x 10 ft.	\$25.00	
Static Booth		\$245.00	\$180.00	8 ft. x 10 ft.	\$25.00	
Exterior Spaces						
Open Class Overhang		\$125.00	\$90.00	8 ft. x 9 ft.	\$25.00	
Open Ground Area		\$100.00	\$70.00	10 ft. x 10 ft.	\$25.00	
		\$150.00	\$105.00	10 ft. x 20 ft.		
		\$200.00	\$140.00	20 ft. x 20 ft.		
Food Booths						
		\$375.00	\$265.00	Up to 40 ft	\$25.00	
Electrical Outlet (each)		\$80.00				
Quick Disconnect		\$75.00				
Deposits						
Commercial Building/Exterior Spaces Booth		\$100.00	\$100.00			
Food Booth		\$175.00	\$175.00			

Fees established by Fair Board action January 26, 2017
Last Revision Date: February 15, 2024

By signing this agreement, I certify that I have read and understand the conditions of the Commercial Exhibitor Manual and agree to its terms. _____ (Initial Here)

Applicant Authorized Signature

Mille Lacs County Agricultural Society

Date

Date

For Fair Office Use Only:

All Exhibitors/Vendors:

- Space Rental Application Form
- Rental Fee
- Deposit
- Liability Insurance
- Hold Harmless Agreement
- ST19
- Quick Disconnect Rental if applicable
- Non Profit Status Certificate or Letter

Food Vendors also need:

- Copy of current Food License OR MN Cottage Food Registration
- Fee for each electrical outlet

Date Application Received: _____
Application Complete:
<input type="checkbox"/> Yes <input type="checkbox"/> No Date Returned: _____
Payment: Check # _____
Deposit: Check # _____