## **EXHIBITOR/VENDOR RENTAL SPACE APPLICATION**

Approval Date: \_\_\_\_\_ Contacted Group: \_\_\_\_\_ Deposit Received: \_\_\_\_\_



All exhibitors/vendors desiring rental space must have this completed application along with a nonrefundable \$50 deposit (excluding 501(c)3 Non-Profit Organizations) submitted by August 1, 2024. **Return requirements to**: Highland County Fair, PO Box 366, Monterey VA 24465 or **Email**: holli@highlandcountyfairva.com **Questions:** Holli McVeigh, Secretary 540-679-0570

	Organization/Business Name	
	Person Responsible for Contract	
	Street Address	
	Mailing Address	
	PhoneE	-mail
	bsite/Facebook Page	
List all items or services to be sold, exhibited or displayed. (Describe your space)		

Check Space(s) Requested \*1 Season Ticket and 1 Parking Pass is included in the fee – this excludes Non-Profits, they will receive 1 Parking Pass\*

Inside Space – 501(c)3 Non-Profit Organization 5ft frontage - Fee Waived 10ft frontage - \$150/wk or \$45/day Other size requested *Fee determined by board	Inside Space – Commercial Exhibitor <ul> <li>10ft frontage - \$300/wk or \$85/day</li> <li>10ft frontage x 10ft deep (corner – 2 spaces available)</li> <li>\$550/wk or \$150/day</li> <li>5ft frontage - \$150/wk or \$45/day</li> <li>Other size requested</li> <li>*Fee determined by board</li> </ul>		
Outside Space – 501(c)3 Non-Profit Organization 12ft frontage x 12ft deep – Fee Waived Other size requested *Fee determined by board	Outside Space – Commercial Exhibitor <ul> <li>12ft frontage x 12ft deep - \$250/wk or \$75/day</li> <li>Other size requested</li> <li>*Fee determined by board</li> </ul>		
<ul> <li>If an inside space is desired, but not available, will you take an outside space? Yes No</li> <li>Do you plan to use a trailer or other structure for your display? Yes No</li> <li>Do you plan to use a microphone or sound system in your rental space? Yes No</li> <li>Do you need electricity or specific utility connection? Yes No</li> <li>Explain "yes" answers:</li> </ul>			

I certify that the information stated in this application is complete and true to the best of my knowledge. I understand that a non-refundable \$50 deposit is due with submission of the application. I recognize the application fee payment and submission of an application does not guarantee acceptance. Any unaccepted applicants will receive their \$50 deposit back in full. 501(c)3 Non-Profit Organizations' deposits are waived. I acknowledge that upon approval of my application, I will be provided with the Exhibitor/Vendor Rental Space Agreement. This agreement outlines the terms and conditions that must be adhered to.

Signature of Applicant \_\_\_\_