



NORTH IOWA EVENTS CENTER
 3700 4th Street SW, Mason City, IA 50401
 (641) 423-3811
 office@northiowafair.org
 www.NorthIowaEventsCenter.org



2024 North Iowa Fair
 Vendor Application & Agreement (Non-Food)

Business/Organization: _____

Contact Name: _____

Mailing Address: _____

City: _____ **State:** _____ **Postal Code:** _____

Business Phone: _____ **Cell Phone:** _____

Email: _____ **Website:** _____

Fair Dates – July 17th through the 21st, 2024

Setup – July 16th (10:00 AM – 7:00 PM)
 July 17th (8:00 AM – 2:00 PM)

Operating Hours – July 17th (3:00 PM – 9:00 PM)

July 18th (11:00 AM – 9:00 PM)

July 19th (11:00 AM – 10:00 PM)

July 20th (11:00 AM – 10:00 PM)

July 21st (11:00 AM – 6:00 PM)

Tear Down – July 21st (6:00 PM – 10:00 PM)

July 22nd (8:00 AM – 4:00 PM)

Indoor Spaces

- Located in the Fair Shopping Mall in the All Seasons Expo Building, 10' X 10' spaces
- A decorator will provide pipe and drape, one 8' rectangular table and two chairs per booth
- Electrical drops will be placed around the building at no charge
- Vendor fees pay for setup/tear down of the show, scheduled entertainment on the All Seasons Stage, signage, marketing and daily programs for guests that lists each vendor

Outdoor Spaces

- Located along primary roadways and walking paths within the Events Center
- Spaces are sold by frontage foot at \$10 per running foot (ex: 10' wide would be \$100).
- One 8' rectangular table and two chairs are provided
- Vendor fees pay for scheduled grounds attractions, signage, marketing and daily programs for guests that lists each vendor.

Number of indoor spaces (10' X 10') _____ X \$200 = _____

Outdoor footage space (width) _____ X \$10 = _____

TOTAL DUE = _____

Please make checks payable to the North Iowa Events Center. You may also pay via PayPal using "office@northiowafair.org" as the payee email. Please note your company/organization name and put "Fair Vendor" in the notes. **Payments are nonrefundable.**

Electrical Needs

All indoor vendors will have access to electrical drops inside the All Seasons Building. Outdoor electrical can be arranged with prior notice.

Will you be needing access to electricity? _____ Yes _____ No

Product Listing & Description

What is it that you are selling or promoting? Please list below or attach more information. Photos of your booth are appreciated so we can use those in marketing. Please email to office@northiowafair.org.

Rules & Regulations

1. All vendors must have liability insurance. It is recommended that vendors procure a \$1,000,000 certificate of liability and name the North Iowa Fair Association (NIFA) and Cerro Gordo County as additionally insured during the North Iowa Fair and setup/tear down dates.
2. The NIFA, it's agents, employees and affiliates assume no risk and shall not be responsible for any damage, injury, loss, legal action or expenses that may arise or come to the exhibitor or exhibitor's employee, goods, property or the public from any cause whatsoever.
3. The NIFA reserves the right to cancel or have removed any exhibitor acting in a manner deemed to be inappropriate.
4. Vendors must be present and set up during all hours open to the public. No early tear downs.
5. Spaces may not be subleased.
6. All outdoor vendors must provide sufficient weights or stakes in case of inclement weather. Please consult fair staff before pounding stakes to ensure not utilities are damaged.
7. It is the responsibility of the vendor to collect Iowa Sales tax and remit to the Iowa Department of Revenue and Finance.

Acknowledgement of Terms and Conditions

I/we hereby agree to honor the terms and conditions noted in this agreement.

Vendor signature

Date