



Kiwaniis Club of Andalusia

The Annual Covington County Fair

October 23 – October 28, 2023

Commercial Booth Info & Contract



www.kiwanisccf.org

This Agreement made and entered into on this _____ day of _____, 2023, by and between the Kiwanis Covington County Fair Association, Inc., hereinafter referred to as the Association, and

Name/Business: _____ Address _____

E-mail _____ Phone # _____, hereinafter referred to as the Exhibitor. The Association has this day rented to the Exhibitor _____ exhibition space(s) within the Commercial Exhibit Building on the Associations Fair Grounds in Andalusia, Alabama, for the purpose of exhibiting merchandise, wares, or promotional material during the period of **October 23, 2023, through October 28, 2023. (Rides only on 29th)** Specific booth locations can be requested, and every effort will be made to honor these requests, but cannot be guaranteed. **Paid Commercial Booth** spaces are assigned on a first-come, first-serve basis.

The Exhibitor agrees to pay the Association at the time of contract signing, the correct sum for the use and occupancy of the exhibition space

BOOTH SET UP DATES: THURSDAY – OCT 19th - 1:30pm - 6:00pm
FRIDAY – OCT 20th - 1:30pm - 6:00pm
SUNDAY – OCT 22nd - 1:00pm - 5:00pm
MONDAY – OCT 23rd - 8:00am NO LATER THAN 5:30pm

BOOTH SIZE: 12' X 8' - TABLES AVAILABLE 30" X 96" (8FT) - CHAIRS AVAILABLE

**CONTRACT & PAYMENT IS DUE:
NO LATER THAN OCTOBER 1ST**

**MAIL SIGNED CONTRACT ONLY & PAYMENT TO:
ATTN: RITA WIGGINS • P O BOX 975 • ANDALUSIA, AL 36420**

Make Check Payable To: KCCFA

for the period of the Fair, as indicated below. Space cannot be reserved without a Signed Contract & Payment.

The price for a booth is as follows:

**\$165 per BOOTH for Commercial Booths
& Non-Profit Manned Booths**

Includes 4 Gate Passes

Please Contact: kiwanisandalusia@gmail.com or Call 334-488-3939

The Association agrees to have up to 15 amps of 120 volts ac electricity available to each of said exhibition space(s) free of charge to the Exhibitor. Any additional electricity will be by prior arrangement only, and may require an additional charge.

The Association agrees to furnish a watchman on the grounds of said Fair during the period beginning one day prior to the opening of the Fair, through one day after closing of the Fair, at all times that the Fair is not open to the public. However, the association will not be responsible for any loss, damage, or injury that may occur subsequent to the period covered by the exhibit contract. The Exhibitor, on signing the Contract, expressly releases the Kiwanis Covington County Fair Association, Inc., from, and agrees to indemnify same, against any and all claims for loss, damage, or injury.

The Exhibitor agrees to abide by and observe the rules of the Association pertaining to use of exhibition space in the Commercial Exhibit Building, see attachment: **COMMERCIAL BOOTH INFORMATION SHEET**. No part of the space covered by the agreement can be assigned, sub-let, or otherwise disposed of without the consent of the Association. We reserve the right to make changes to this schedule.

By: _____
Exhibitor

Date

By: _____



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Date

BOOTH INFORMATION SHEET

1. **Exhibitors will be held responsible for the cleanliness of their booth each day. All booths must be in readiness before 5:30 p.m. each day during the Fair or within 30 minutes of Fair opening on days the Fair opens early. In case of failure on the part of the exhibitor to keep their space clean and orderly, the Fair Association may use such means, as they deem advisable, to enforce this rule.**
2. Decorations, signs, cabinets, etc., and the arrangement of the exhibits must conform to the wishes of the Association and the local and state fire laws. Side walls of the booths shall not exceed 4 feet in height at the center aisle and then shall not exceed the height of a 45-degree angle from the center aisle to the rear of the booth. **Display cannot block adjoining booth.**
3. Every article on exhibit shall be under control of the Association and while every reasonable precaution will be taken for the safeguarding the same, neither the Association or its officers or guards will be responsible for any loss or damage or injury that may occur to the exhibit or the exhibitor.
4. The use of gongs, loudspeakers, bells and other noisy instruments for the purpose of attracting attention will not be tolerated.
5. The distribution of hand bills and other advertising matter is strictly prohibited and no tacking or posting of advertising, bills, cards, etc., will be permitted on any of the buildings or elsewhere. Exhibitors may advertise at and distribute from their space of exhibit only and must stay within their booth space to sell and promote their product. **OPERATING IN THE CENTER AISLE WILL NOT BE TOLERATED. No political data can be distributed without the consent of the Fair Association.**
6. Advertising matter and samples of articles on exhibition only may be given to the public from the exhibit space without special authorization from the Fair Association. The right is reserved to restrict or discontinue this privilege whenever it is carried to excess or becomes an annoyance to visitors in the judgment of the Association. Exhibitors displaying materials deemed offensive, or displaying those in the opinion of the Association, not appropriate for the family atmosphere of the Fair, will be asked to remove them. If the items are not removed immediately, the Exhibitor will be asked to leave and is subject to forfeit their Exhibitor's fee.
7. **The cooking, selling or giving away of prepared food products is prohibited, unless approved by the Association.**
8. Drapes or other booth decorations must be flameproof and hanging and must clear the floor. All fire regulations of the state must be complied with and all electrical wiring must conform to national electrical code safety rules.
9. **Each Commercial Booth will be allowed 4 passes and will be used for the whole week with the date stamped on the pass each day. The passes will be handed to vendor in an envelope with your booth # on setup date.** It will be the responsibility of the vendor to get these passes to booth workers. No exceptions without Fair Chairman approval prior to fair dates.

No Pass – No Entry

Shifts shall be: **Monday – Friday 5:30 – 7:30pm & 7:30 – 10:00pm**

Saturday 3:00 – 7:30pm & 7:30 – 10:00pm

10. Booth size available is 12' x 8', and price for a booth is listed in the contract (see first page).

11. **Booth must be taken down No Later than TUES – Oct 31st 5:00 pm**

► **COMMERCIAL BOOTH** Questions can be emailed to: kiwanisandalusia@gmail.com OR
Call 334-488-3939 7am UNTIL 1:30pm ◀