

Dear Commercial Exhibitor,

We would like to extend our welcome to the 2022 Van Buren Youth Fair. Our fair dates are July 18 -23, 2022. Paul and I serve as Inside Commercial Exhibitor Chairpersons. We appreciate your support and look forward to working with you to make this a successful fair week!

Booth rental for the week is \$150.00 (1 space), \$200.00 (2 spaces), \$250.00 (3 spaces). Your fair booth rental also includes 12 one day passes per each space rented. (1 booth - 12 one day passes, 2 booths - 24 one day passes, etc.) You are able to purchase up to 24 additional one day passes at a discounted rate of \$3.00 each.

All commercial exhibitors are required to have insurance coverage for their exhibit during fair week. If you have liability insurance, we will need a "Certificate of Insurance" from your underwriter naming the Van Buren Youth Fair Association, Inc. as an additional insured party. If you do not have liability insurance, you will be asked to complete an Insurance Questionnaire and return it with your contract. The cost for the Van Buren Youth Fair Association to list an exhibit as an additional insured party is \$65.00 for the week of fair.

Set up times -- July 16 - Saturday 4p - 7p and July 17 - Sunday 9a - 3p

Hours during fair - 11 a - 10 p, Monday through Thursday and 11 a - 11p Friday and Saturday. Exhibitors are to "attend" booths the ENTIRE hours of operation each day.

Tear-down Saturday, July 23, 11:01 p.m. (however, crowds still on the fairgrounds will be taken in consideration at that time) and Sunday, July 24, from 8am to 2:00 p.m.

Return the yellow copy of the lease form and insurance questionnaire (if applicable) with your deposit check. Deposits made will be noted on your lease form. Please return your lease form **a.s.a.p.** Checks should be made payable to the Van Buren Youth Fair Association. The balance of your rental fee is due at or before the beginning of fair week.

If you are no longer interested in renting booth space, **please let Debbie know as soon as possible.** Please contact us with any questions you may have. Thank you and we will see you soon!

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