

**WESTFAIR COMMERCIAL BLDG. BOOTH APPLICATION**

**DUE**

% Ann Vorthmann, Coordinator

July 1, 2010

31112 Hwy 6

Treynor, IA 51575

Ann (712-566-2863 or 402-981-1093)

**Westfair 2010**

**Vendor must be open for business**

**July 27, 4 to 9 pm**

**July 28-August 1 10 am to 9 pm**

(we will agree on opening time)

*Please print*

Name \_\_\_\_\_

Business Name \_\_\_\_\_

Address, City, State, Zip \_\_\_\_\_

Day phone \_\_\_\_\_ cell phone \_\_\_\_\_

Email \_\_\_\_\_ Federal tax ID# \_\_\_\_\_

\_\_\_\_\_ \$150 per booth (8' x 10') call for additional sizes or power **Payable to: WESTFAIR**

space needed \_\_\_\_\_ 1 skirted table / chairs (\$20 additional) \_\_\_\_\_ electricity needed \_\_\_\_\_

**NO REFUNDS will be given for any reason.** This event will be held rain, heat or shine.

Vehicle & day passes will be given out  
When you set up your booth

camper space & size \_\_\_\_\_  
Self contained camper fee \$15 / day

**Contract agreement requires below items:**

\*\*\* Completed Application form & fee

\*\*\* Insurance certificate naming WESTFAIR as additionally insured, by July 15.

\*\*\* Self Addressed stamped envelope for WESTFAIR reply.

Signature \_\_\_\_\_ Date \_\_\_\_\_

See page 2 for Rules for commercial building booth exhibits

**All booth space must be paid for and a copy of your insurance policy before you may set up your display!!!!!!!!!!!!!! No expectations!!!!!!!!!!!!!!**

**Set-up:** Tuesday and ready for business by 4 pm, July 27. All vendors must stay open until 9 pm. The Commercial building will be locked at 9 pm, a gated breakfast area opens daily at 6 pm. Open to the public at **10 am or** we will all agree on an opening time. Please put daily trash in the dumpsters provided. Clean up and removal of booth on Sunday evening after 7 pm.

**Insurance:** You must provide commercial general liability insurance naming WESTFAIR as additionally insured in the amount of \$1,000,000 in aggregate for bodily injury and / or property damages. **I need your policy copy before you set up. NO EXCEPTIONS!!!!!!**

All property brought onto the WESTFAIR grounds is at the vendor's risk. WESTFAIR assumes no liability for any damage or injury to any property of the vendor or vendor's employees.

Insurance must be in full force and in effect at all times when vendor is making use or occupying in any manner the premises or carrying on any activities associated with or incidental to the use of the premises.

**Taxes:** If applicable Vendors are responsible for collection and payment of Iowa 7% sales tax. If you do not have an Iowa sales tax number, a temporary permit may be obtained by contacting the Iowa Department of Revenue and Finance, Council Bluffs, IA 712-242-2156.

**Fair Acceptance:** Applications must be submitted yearly and are not carried over from one year to the next. Applications will be considered accepted upon deposit of the booth check and confirmation from the coordinator.(please include your email) All unaccepted registrations will be returned with fee attached.

WESTFAIR has booked a concert for Saturday night during fair. They will not allow us to advertise until after April 1. We are looking at a few new venues for the arena evening entertainment, check back for confirmations.

If you have any questions please contact Ann Vorthmann, WESTFAIR Commercial Bldg. Coordinator, 712-566-2863 or 402-981-1093. I am looking forward to WESTFAIR 2010.