



Terms and Conditions

This summer will be the 164th Green County Fair in Monroe, Wisconsin. The dates for the fair are July 18th-22nd. Please read the following information carefully. Also, refer to this sheet when figuring out fees owed.

Set-up/Release times

Set up is Monday, July 16th and Tuesday, July 17th between 8:00-5:00. We begin charging admission to the fair at 7:00 Wednesday morning. Your space must be paid in full before you will be allowed to set up. Release will be on Sunday, July 22nd after 6:00 p.m. Gallagher Tent and Awning will be picking up all tents on Monday, July 23rd, so please be ready for them (if you requested a tent).

Booth costs:

- Each food/beverage stand costs \$475.00
- All other stands are rented at \$22.50 per foot, inside and outside spaces. Each stand is a minimum of 10 frontage feet.

Each booth comes with 2 season passes. Additional season passes may be purchased for \$22 each. Every employee is required to pay to enter the fair each day. Auto passes may be purchased for \$10 each (they do not come with a booth).

Electricity Rates:

Cost for electrical hook-up will be charged at \$2.00 per amp requested. This is also the rate for stock trucks.

Example: 120V on a 20 amp circuit= \$40

Vendor Parking

Vendors will not be allowed to park next to their stands. You may either park in general parking, or for \$50 per spot, may park in a designated vendor parking area. Electricity is available in this area at the same rate of \$2.00 per amp.

Insurance Rates:

All concessionaires are required to carry liability insurance with a minimum \$1,000,000 amount of coverage. Proof of insurance must be sent in with the down payment so it reflects coverage for the current fair dates for 2018. Our insurance carrier has requested that the Green County Agricultural and Mechanics Institute be listed as an additional insured to your insurance policy.

Tent Information

This year we will again be using Gallagher Tent and Awning. Please contact them directly at 608-255-7286 to order your tent. Important: Please allow extra footage on your space frontage for the tent supports.

State Registration Information: food/beverage vendors

If your application is accepted, you are required to have all necessary Wisconsin vendor licenses. This is the responsibility of each vendor. If applicable, you must also fill out a tax form.

Products Sold

We are requesting that all vendors include a list of products they will be selling. Please include this when you mail in your application. Also, be specific! (Example: Don't just list "beverages", but list each specific beverage that you would like to sell.)

Reserving your space

Vendor applications should be mailed in by May 15th. If your application is accepted, you will be emailed a contract to sign and return with your payment. A minimum of 50% owed must be paid in order to hold your spot. Any new vendors applying after July 1st must make payments by credit card or cash- no checks will be accepted. Refunds are not issued.

Camping

Camping is available on a first come first served basis. Fees are \$25 per night. We do not accept reservations and there is no guarantee of water hook-up.

Any questions should be directed to Kristin Bansley. Email is the best form of communication:
kbieneman@gmail.com. Applications should be mailed to:

Green County Fair
Attn: Kristin Bansley
2600 10th Street
Monroe, WI 53566