



Greater Grand Forks Fair & Exhibition June 19th – June 23rd, 2024

**Application Deadline: (to reserve spot)
April 15, 2024**

Thank you for your interest in being a Commercial Exhibitor at the Greater Grand Forks Fair. Please review these instructions carefully. This application is neither an offer nor a guarantee of space. If you have any questions regarding this application, please call the Greater Grand Forks Fair & Exhibition at 701-330-1238 or email us at info@grandforksfair.com

Application Instructions

- 1. This application is neither an offer nor guarantee of space. If application is approved, full payment is due April 15, 2024 or your application will be removed from our list and an alternate vendor chosen .**
2. If you are applying for more than one 20x20 spot, you must submit a separate application and additional vendor fee. You will be provided with 2- 8' folding tables as well as 2 chairs. If you need additional tables they can be provided at a cost of \$10.00 per table.
3. All questions on this application must be answered completely. Be sure the information you give is accurate, as it will be the sole representation of your business for the selection process.
4. All Applicants must submit a description of items to be sold or information to be given out and proposed prices. If selected, your list of items cannot be changed without approval from manager. This is to prevent a large amount of duplication and keep our vendors happy.
6. Submit a recent photo of your stand(s) with application. Photos will not be returned.
8. Your stand must fit within the 20x20 space assigned or you will need to pay for an extra space.
9. A copy of your North Dakota Tax Permit is necessary this year. You may obtain this license by calling the Office of the State Tax Commissioner at 701-328-8800.
10. Management will determine the location of your booth. Locations are subject to change from year to year. We will always try to accommodate the special needs of our vendors.
- 11. If you need electricity it can be provided for a rate of \$50 for the 5 day fair. .**
- 12. The 2024 Outdoor Commercial Vendor fee will be \$250.00.**
13. If accepted and you cancel prior to April 30, 2024, your full vendor fee will be refunded. Any cancellations after April 30, 2024 will not be refunded.
14. All service vehicles and trailers must be parked behind the commercial exhibitors building.
15. All vendors must check in to the Fair Office prior to setting up.

**Greater Grand Forks Fair & Exhibition
Outdoor Commercial Vendor Application
All Pages must be completed**

Check one: New Applicant 2023 Returning Vendor

Company Name: _____
Owner/Operator Name: _____
Stand Name: _____
Mailing Address: _____
City: _____ State _____ Zip _____
Business Phone: (____) _____ Cell Phone: (____) _____
Fax: (____) _____ How long in business: _____
Website: _____ Email: _____
Federal Taxpayer's **ID#** _____ ND Tax Permit _____
(If applicable) (Attach copy of permit to application)
Do you accept credit or debit cards as payment at your stand? Yes No

Liability Insurance & Workers Compensation Requirements

Each exhibitor must provide the Greater Grand Forks Fair with proof of general liability insurance of no less than \$1,000,000. Product Liability of no less than \$1,000,000 is required for food samplers.

Completing this form does not constitute proof of insurance. Please enclose proof of insurance with your application.

Insurance Carrier: _____

Utility Requirements

Please provide amperage requirements for running at maximum capacity. If we are not informed of proper requirements, we may not be able to provide service - **BE SPECIFIC**. You *must* account for *all* equipment that will need power.

Outdoor Vendors: Voltage _____, **Phase** _____ **Amps** _____

Please list any special accommodations you may require:

References

If a new applicant please list at least 2 References. (List 2 fairs, festivals or shows you have recently participated in)

Event#1 _____

Contact person _____ Phone (_____

Event#2. _____

Contact person _____ Phone (_____

Certification of Applicant

I have read and understand the instructions and any additional information attached. understand that this form is an application for space only, and is neither a commitment by the applicant, nor an offer by the Greater Grand Forks Fair to rent space. I certify all information contained in this application to be true and accurate to the best of my knowledge.

Signature _____ Date _____

Printed Name _____ Title _____

Once applications have been received we will review all applicants and spaces for a good fit; we will be contacting all vendors after review.

We will still accept applications after the April 1, 2019 deadline; however, it may impact your chances of being selected.

SUBMIT APPLICATION(S) TO: Grand Forks Fair, PO Box 12519, Grand Forks, ND 58208-2519 or you may email to info@grandforksfair.com (**Preferred method is regular mail**)