



## Commercial Space / Non Food Vendor Rules / Craft Vendors Information Anoka County Fair July 22nd - 27th 2025

Thank you for your interest in COMMERCIAL / Craft space at the 2025 Anoka County Fair.

Please fill out the form linked above for non food vendors / commercial vendors.

The information form is **not** a contract and does **not** guarantee space at the 2025 Anoka County Fair.

### **Our space policy will be as follows:**

Exhibitors from the 2024 fair will be offered their same (or similar) space location and production until June 1st, 2025. After June 1st, we will fill any remaining booth spaces available. We strive to maintain a balanced variety of products and services. We will continue to invite vendors up until one week prior to the Fair start date (if there is available space). We do not offer exclusivity. Contracts are not transferable.

### **Vendor Requirements:**

Completed Form

ST19 form (file name should be: Booth name\_ST19)

COI (Operator Certificate of Insurance) (file name should be: Booth name\_COI)

Full Payment due June 1st, 2025, to confirm space reservation

Vendors are required to pay admission tickets for booth staff. Vendor tickets are \$8 a person per day. They are available at the fair office and in the link that will be sent out to you after approval.

The Anoka County Fair reserves the right to accept or deny applications for exhibitor space.

### **Space Locations and Rates:**

INSIDE BOOTH SPACE:

Building #2 10 x 8' \$250

Building #2 12 x 10' \$350

Building #3 10 x 8' \$250

Building #3 12 x 10' \$350

Inside booth space includes draping.

**OUTSIDE NON FOOD / COMMERCIAL BOOTH SPACE:**

10 Feet of frontage (\$300 min.) - \$10 per foot for each additional foot  
Outside booth includes 110v – 15 amp service

**SET UP TIME:** Placement / Set up of booth / stands

Saturday, July 19th 10am - 5pm

Sunday July 20th 10am - 5pm

Monday, July 21st 10am - 5pm

Must be ready to open at 11am Tuesday July 22nd.

**TEAR DOWN:** Tear down can begin Sunday, July 27th anytime after 7pm. There is no vehicle traffic allowed on the fairgrounds until after 9:30pm on Sunday, July 27th or until authorized staff has announced it is safe to bring vehicles on the grounds. Early dismantling of your booth will result in a \$200 fee. All units must be removed from the grounds by the Monday following the fair.

**VENDOR HOURS:**

Required Outdoor Vendor Hours: 11am - 9pm – you are welcome to open before 11am and must close by 11pm. The fair gates open at 9am.

Required Indoor Vendor Hours: 11am - 9pm.

**TABLES / CHAIRS / TENTS:**

The Anoka County Fair does NOT provide tables, chairs, tents, fans, ect. Anything you need for your booth please bring with you. We recommend a wagon as you cannot drive on the fairgrounds when open.

**PARKING:** We offer Free Parking either on the grounds or in the West lot across the street. There is no reserved parking on the grounds.

**DELIVERIES:** All deliveries by car/truck will be completed by 9am each day with NO VEHICLE TRAFFIC ALLOWED on the blacktop between 7am-1am Tuesday through Sunday.

**MOTOR HOMES / CAMPERS / STOCK TRUCKS:** Camper / MotorHome / Stock Truck cost is \$150 and includes one 20 amp service. Camper space is limited. A reservation must be made when you confirm your contract. Each unit will be reserved on a first come first serve basis and must include the total length of the unit. \*Due to space limits, stock trucks might not be located next to your camper space. \*\*All campers and stock trucks will need to use Extra Hard Usage Cords.

**VENDOR TICKETS ARE REQUIRED:** As a vendor, you can purchase vendor gate admission tickets for yourself and your staff ONLY at \$8 per person, per day. Vendor tickets are not for

guests or the general public. Vendor tickets are available at the fair office and through the link sent to you once you are approved.

**INSURANCE (COI):** A copy of your insurance coverage of \$2 million (Certificate of Accord) for the current year is due by June 1st. The Anoka County Fair and the Anoka County Agricultural Society need to be listed as additional insured for the certificate of insurance you are providing. The Fair can offer a \$2 million coverage certificate through an independent insurance source for a fee of \$100 which is due by June 1st. Please be sure your insurance certificate is current.

**SIGNAGE:** No merchandise, displays, signs, awnings, hitches or similar will be allowed to extend beyond the front edge of your stand which would obstruct the normal view of any other vendor or disrupt the normal flow of traffic. \*Please note that there will not be any signage/materials related to any religious or political groups allowed\*.

**WASTE WATER:** Do not drain any waste-water onto the blacktop or into any area that would affect other vendors during the operating hours of the Fair.

**ICE:** Ice will be available for purchase.

**PERMITS:** Food license permits can be purchased through the State or Anoka County Health Department. FOOD LICENSE MUST BE DISPLAYED inside the stand.

**MN SALES TAX:** All Vendors selling products / food will have a MN Sales Tax Number displayed. All vendors will be required to fill out a ST-19 Sales Tax Form and return it with your contract showing you have a valid MN Tax ID number. We are required to have this on file each year for the State.

The above rules are in addition to any rules and regulations found included in the space and electrical contracts. If you have any questions, please call the Fair Office.

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