

**Wright County Fair July 21-July 23, 2023**  
GUIDELINES and INFORMATION for VENDORS and CONCESSIONAIRES

Physical address of Fairgrounds: 1010 1st Street, Howard Lake, MN 55349 (NO mail Delivery)

Commercial space renters at the 2022 Wright County Fair have the first priority to that same location for the 2023 Fair. The Wright County Fair board supports the policy of one representative per company and reserves the right to limit one representative per company.

INDOOR BOOTH SPACE: \$150.00 - \$250.00

OUTDOOR SPACE: \$200.00 (10' minimum) – additional footage is \$20.00/foot

FOOD CONCESSIONS: As determined by the Committee. Questions should be directed to Tracy 612-919-1392

220 Volt hookup: \$100.00 Fair week / Refrigerated Truck/Freezer hookup: \$100.00 Fair week.  
Non-Electrical Supply Truck \$25.00 Fair week.

Set-up will be Monday, July 17 or Tuesday, July 18, 2023 from 9am-9pm. You must be set-up by noon on Wednesday July 19, 2023.

**PLEASE NOTE:** Admissions will be charged Wednesday beginning at 8:00am.

NO delivery vehicles will be allowed in Concession area after 10am during the Fair. No exhibitor will be allowed to pack up and/or take down displays until after 7:00pm on Sunday.

**PLEASE NOTE:** NO vehicles will be allowed in the exhibit area - you will need to carry items to your vehicle that is in the parking lot. The Fairboard would like to encourage you to take down exhibits on Monday, July 24, 2023 for safety reasons.

**Building hours are:**

Wednesday: 12:00 Noon-9:00pm.

Thursday, Friday & Saturday: 10:00am – 9:00pm.

Sunday: 10:00am-7:00pm.

We will have someone open the buildings, however, we suggest you pack small items each day and take them with you. Overnight security will be on duty Tuesday, July 18 – Monday morning July 24.

**Wright County Fairboard will not be responsible in any way for lost, stolen or damaged articles.**

We request a Certificate of Insurance for general liability in the amount of \$1,000,000.00 naming Wright County/Wright County Agricultural Society as an additional insured.

**The Wright County Agricultural Society is required to have on file a copy of MN Department of Revenue for ST-19 for each vendor. We need this form completed each year.** Please complete the form and mark the appropriate boxes that describe your tax responsibility.

Vendors must conform to MINNESOTA STATE ELECTRICAL CODE. Any costs incurred will be your responsibility.

We have admission/parking gate entry where daily tickets or a season pass are needed to enter the Fairgrounds. Passes are not included in vendor fees. Prices are:

**Daily Admission:**

Adults: \$5.00 / 17 & under: Free

Season Pass (admission): \$15.00

**Parking:** Each time: \$5.00 / Season Pass (parking): \$10.00

**Season Combination admission & Parking Pass:** \$20.00

New vendors must complete and return a **REQUEST FOR SPACE FORM**. Upon acceptance a Space Rental Agreement will be sent. Confirmation of acceptance will be sent only upon full payment, completed forms and compliance with all stated policies.