

Wright County Agricultural Society

Vendor Request for Space

July 24 – 28, 2024

Date Sent: _____

Name of Business/Organization: _____

Contact Person: _____

Complete Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email Address: _____

Description of Business: _____

Name of Insurance Company: _____

Date of Policy: From: _____ to _____

The Certificate of Insurance for General Liability naming Wright County/Wright County Agricultural Society as an additional insured will be required upon acceptance.

Space Requested: Outdoor Size Needed: _____ Indoor Size Needed: _____

Describe in detail the product or products, company name, brand etc. you wish to include in your commercial space. Include information about the display setup if possible, i.e. what you plan to place in your booth area. Outdoor space request must include dimensions needed. You must complete the MN State Dept. of Revenue form ST-19. Electrical inspections will be made at all locations and hook **MUST CONFORM TO MINNESOTA STATE ELECTRICAL CODE**. Any costs incurred in having the Fair electrician do any hookup for you, plus inspection fee due at time of inspection will be your responsibility.

Food Concessions:

List all menu items and posted prices. Menu items are subject to approval. Send a photo or draw a diagram of your concession truck/trailer locating electrical, water access, appliances, etc. Locate hitches, gas bottles, awnings, door openings, etc. Diagram accurately the footage of counter space open to the public.

References:

Please provide a detailed list of references, names, addresses and contact information for previous fairs and expositions will help us getting to know you and your Business/ Organization.

THIS IS ONLY A REQUEST. If accepted a Space Rental Agreement will be sent.

Complete requested information and send to: Tgutknecht@wrightcountyfair.org
Tracy Gutknecht
Wright County Ag. Society
6568 30th St NE
Buffalo, MN 55313
Phone: (612)919-1392