

WOODBURY COUNTY FAIR ASSOCIATION

BOX 369, MOVILLE, IOWA 51039

Phone: 712-873-3707

E-Mail: woodburycountyfair@outlook.com

www.woodburycountyfair.com

COMMERCIAL BOOTH LEASE

The 2026 Woodbury County Fair is August 5-9, 2026. This lease and agreement is made by and between the Woodbury County Fair Association, Merville, Iowa and:

BUSINESS NAME _____

CONTACT NAME _____

ADDRESS _____

CITY STATE ZIP _____

PHONE _____

E-MAIL _____

Booth Options	Number of Booth Spaces Requested	Cost per Booth	Subtotal
INSIDE AIR CONDITIONED 8'x10'		\$150	
INSIDE NON-AIR CONDITIONED 8'X10'		\$50	
OUTDOOR SPACE 15'x20'		\$50	
ELECTRICITY FOR OUTDOOR SPACE		\$15	
*****	*****	*****	TOTAL
*****	*****	*****	
*****	*****	*****	

The Fair Association agrees to provide two (2) vendor gate passes per leases (no matter the number of spaces leased). Additional passes may be purchased through the Fair Office. An electrical outlet for each inside booth will also be provided. The lessee shall have their booth operative from 10 a.m. to 8 p.m. on Wednesday, Thursday, Friday, Saturday and from 12 noon to 6:00 p.m. on Sunday. No vendor will be given permission to leave before 6:00 p.m. on Sunday.

Copy of liability insurance required 2 weeks prior to the event. WCFA must be listed as "Additional Insured" with our address: 206 Fair Street, Merville, IA 51039. Lease of booth cannot take place without signed contract, payment, and proof of insurance.

Please sign this lease and return it along with your payment by April 15, 2026. New vendors will be allowed to lease a booth beginning April 15, 2026. Failure to return by April 15, 2026 may result in loss of booth space.

Please List All Products or Services you will display:

Owner _____ **Date** _____

TURN OVER →→→→→→→→→→→→→→→

WOODBURY COUNTY FAIR BOARD ASSOCIATION

EXHIBITOR & ORGANIZATION WAIVER & INDEMNIFICATION AGREEMENT

IN CONSIDERATION of the Woodbury County Fair Board granting permission to:

Exhibitor Name: _____

Business Name: _____

(Hereafter known as vendor/exhibitor) to enter its plant and properties for the purpose of:

Operating a concession, displaying an exhibit, equipment, product line or other commercial product; working as a volunteer or paid traffic control group, auto parking group, cleanup crew, or other fair-related activities, i.e., arena control, equipment operator, announcer, etc. or other organization sponsored activities.

Vendor/exhibitor hereby waives all claims for damage or loss to any person or property of vendor/exhibitor, which may be caused by an act, or failure to act of the Woodbury County Fair Board, its officers, agents or employees.

Vendor/exhibitor hereby further undertakes to indemnify the Woodbury County Fair Board, its officers, agents or employees, from any and all liability, loss or damage which the Woodbury County Fair Board, its officers, agents or employees may suffer as a result of claims, demands, costs or judgments arising against it arising out of vendor/exhibitor's actions or failure to act arising out of the activities set forth above while vendor/exhibitor is participating in the 2026 Woodbury County Fair activities, or at such other time as is permitted by the Fair Board. The period of this Waiver and Indemnification shall be from Monday, the 3rd day of August to Sunday the 9th day of August 2026 or until the vendor/exhibitor removes their exhibit from the Woodbury County Fairgrounds after the 2026 Fair.

Upon receiving your form, you will either be notified by phone or email that it has been received and your spot(s) have been reserved. Please note, same spots are not always guaranteed depending on booth arrangements for all Vendors. You must remain open until 6:00 p.m. Sunday – failure to do so may result in the loss of your booth space for next year, and a \$50 fee will be billed to the Vendor. No-shows will not be tolerated. Repeated cancellations from year to year may result in denial of future participation. Payments may be rolled over for one (1) year only if good cause shown; rollovers beyond one year will not be accepted. Set up is TUESDAY ONLY, as we have judging for 4-H on Monday – NO EXCEPTIONS!

Print name: _____

Signed By: _____

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COMMERCIAL BOOTH RULES

You are invited to join us at the 2026 Woodbury County Fair that will be held Wednesday, August 5 through Sunday, August 9th 2025 in Merville, Iowa.

Booth Options	Cost per Booth
INSIDE AIR CONDITIONED 8'x10'	\$150
INSIDE NON-AIR CONDITIONED 8'X10'	\$50
OUTDOOR SPACE 15'x20'	\$50
ELECTRICITY FOR OUTDOOR SPACE	\$15

Electric outlets are furnished for each indoor space. Exhibitor furnishes all other equipment and supplies. Each Exhibitor is to have their own insurance covering liability, property damage and product liability. No soliciting or advertising is permitted outside the booths.

SET UP: Tuesday, August 4, 2025, 8:00 a.m. – 9:00 p.m. TAKE DOWN: OPERATION HOURS: Sunday, August 9, 2025, 6:00 p.m. OPERATION HOURS: Wednesday, Thursday, Friday & Saturday: 10:00 a.m. – 8:00 p.m. Sunday: 12 noon – 6:00 p.m.

SET UP DAY **(TUESDAY ONLY - NO EXCEPTIONS!)**: Please come to the Fair Office to get space location and 2 passes to admit you and a helper to the grounds. Any additional tickets can be purchased at the office; season tickets are \$20.00 each, daily admission is \$7.00.

All vehicles must be left in the parking lot Wednesday through Sunday. If delivery into the fairgrounds is necessary, please come to the fair office for an auto pass. Vehicles must be removed to the parking lot as soon as deliveries are made. All deliveries must be completed before 10:00 a.m.

Buildings will be locked at night and security provided, this includes Sunday night, allowing booth displays to be left until Monday if you wish.

LIABILITY INSURANCE REQUIRED: Each *Contractor* shall obtain and keep in force until the completion of the "project or event" including setup and tear down a commercial general liability insurance contract with liability limits equal to or greater than \$1,000,000 for each occurrence. **The Contractor shall provide a certificate of insurance to the Woodbury County Fair Association evidencing such coverage within ten days of the signed contract. Such Contractor shall name the Woodbury County Fair Association as an additional insured.**

The Woodbury County Fair reserves the right to be selective in determining which products or exhibits are granted booth space. Criteria used may include, but not be limited to, space available, duplicate exhibitors, appropriateness for family fair or health and safety of fair visitors and animals. You **MUST** complete, sign and return the enclosed Commercial Booth Lease, along with your payment and the completed Waiver and Indemnification Agreement by April 15, 2026. This will ensure that you have your space reserved. After April 15 we will contact those on the waiting list to rent a booth space.

Thank You!
Woodbury County Fair Association