
GENERAL INFORMATION

Attendance

Montana State Fair is anticipating an attendance of 150,000-200,000 patrons for the 2005 Montana State Fair

Building Set Up

Buildings will be open for set up:

Wednesday, July 27 -- Noon – 8:00 p.m.

Thursday, July 28 -- 8:00 a.m. – 10:00 p.m.

Friday, July 29 -- 8:00 a.m. – 3:00 p.m.

Exhibitors must register in Fair Office by noon on Friday, July 29.

All Exhibitors must be in place by 4:00 p.m., Friday, July 29 and remain in place until 11:00 p.m., Saturday, August 6.

Forklift with operator is available on a limited basis for set up and teardown. Cost is \$45.00 per hour with a ½ hour minimum. Please make arrangements at the Fair Office. Payment must be made before the conclusion of the Fair.

Building Security

There will be security in the buildings and on the grounds from closing to 6:00 a.m. beginning Thursday, July 28 and continuing through Saturday, August 6.

Fair Week Hours

Fair hours are 11:00 a.m. until 12:00 midnight

Buildings will open to vendors at 10:00 a.m. daily.

Commercial exhibits are to be open:

Friday, July 29 -- 4:00 – 11:00 p.m.

Saturday, July 30 -- 11:00a.m. – 11:00 p.m.

Sunday – Thursday, -- 11:00a.m – 10:00 p.m.

Friday, Aug. 5 -- 11:00 a.m. – 11:00 p.m.

Saturday, Aug. 6 -- 11:00 a.m. – 11:00 p.m.

Move Out

Buildings will close to the public at 11:00 p.m. Saturday, August 6. Buildings will reopen on Sunday, August 7 at 8:00 a.m. for move out.

Admissions

Single Space:

1 Season Admission Pass

2 Admissions/Day

1 Auto Parking Permit

Multiple Spaces:

2 Season Admission Passes

4 Admissions/Day

2 Auto Parking Permit

Auto parking permits allow entrance to the grounds and parking in designated parking areas only. **Under no circumstances is parking allowed on the Midway or by buildings** unless it is a designated parking area.

Packets will be available at the time of set up.

Additional passes, admissions tickets and parking permits can be purchased before 11:00 a.m. Saturday, July 30.

COMMERCIAL EXHIBITOR REGULATIONS

Sec. 1 All persons making application for commercial space will be required to sign a written contract before being allowed to transact any business. The Management reserves the right to cancel at any time, for reasons satisfactory to it, all contracts made with the commercial exhibitor. All applications and contracts pertaining to the leasing of space and the granting of rights and privileges shall be made in the names of all persons who have an interest therein or who are to receive any benefit or incur any liability in connection therewith.

Sec. 2 Each commercial exhibitor must confine himself to the space assigned. Only products/services listed on the contractual agreement may be displayed or sold. Failure to do so will result in forfeiture of privilege without reimbursement.

Sec. 3 Any subletting without written authorization from State Fair Management is strictly prohibited.

Sec. 4 State Fair Management authorizes only such space allocations as are required to supply the necessary wants of the people or that may add to their comfort, convenience and pleasure. Under no circumstances will privileges of a questionable nature or of a demoralizing tendency be tolerated upon the grounds or in the buildings; nor will any privilege be permitted where the business is conducted in other than a legitimate manner.

Sec. 5 All grounds leases or space contracts, unless otherwise specified, will expire with the close of the fair. ALL BUILDINGS, FRAMES, BOOTHS, ETC. MUST BE REMOVED BY AUGUST 13, otherwise State Fair Management, at its option, may remove the same at the expense of the exhibitor or retain the property as its own.

Sec. 6 A violation of any of the terms and stipulations of the commercial contract shall cause a revocation and forfeiture of all rights and privileges granted to the exhibitor in which event all sums paid or contracted to be paid become the property of the State Fair as liquidated damages for said breach. State Fair shall have a lien upon all property being kept, used or situated upon leased premises on the State Fairgrounds, whether such property be exempt or not, for any unpaid rents, and any damages sustained by breach of contract by said exhibitor. State Fair shall have the right to retain such property with process of law and appropriate said property of commercial exhibitor to satisfy all claims.

Sec. 7 One 110V/20 amp power outlet is provided. Additional power, if required, is at the expense of exhibitor. **Deadline for request is June 15, 2005.**

Sec. 8 Indoor booths are draped with 8' high back drapes and 3' high side drapes.

Sec. 9 State Fair will give preference to previous year's exhibitors, while reserving the right to assign space based on product and quality of exhibit. **Deadline for returning Exhibitor Application and deposit is March 15, 2005.** After that time new applications will be processed.

Sec. 10 \$100 per space deposit with an application is required for confirmation. **Balance due June 30, 2005** Failure to pay balance due by June 30th shall cause forfeiture of any monies paid and the privileges granted in any contractual agreement issued. State Fair shall then have the right to resell the locations(s).

Sec. 11 Bookings after June 30 requires cash or money order payment in full by July 15.

Sec. 12 Cancellations after June 30th shall result in forfeiture of all monies paid.

Sec. 13 Exhibitor acknowledges that, by signature of contract, these regulations are a part of the 2005 contract and shall be adhered to.

AWARDS

BEST EXHIBITS AWARDS: A plaque and \$100 cash will be awarded to the Best Commercial Agriculture Exhibit, Best Educational Exhibit, and Best Overall Commercial Exhibit for the 2005 Montana State Fair.

IF YOU NEED ADDITIONAL INFORMATION PLEASE DIRECT COMMUNICATION TO:

**MONTANA STATE FAIR
ATTN: Carmen Thorsen
Commercial Space Department
P.O. Box 1888
Great Falls, MT 59403
(406) 727-8900 Fax (406) 452-8955**

COMMERCIAL SPACE
July 29 – August 6, 2005