

## 2025 Montezuma County Fair Vendor/Exhibitor Contract

Vendor Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Phone during Fair: \_\_\_\_\_

Description of services/products: \_\_\_\_\_

Please identify the quantity and type of booth you want to reserve. Fees and completed contracts must be postmarked or delivered by July 14, 2025, or a \$50.00 late fee will be added. Electricity is limited. Hookups are reserved (first come first serve) as payment is received. If you are requesting a generator, please contact Amanda Higgins 970.739.8455 or Logan Hindmarsh 970.560.1637

\_\_\_ 12x12 Vendor Space-\$20 each (Please circle: Inside or Outside) \_\_\_\_\_ Horse Show \_\_\_ Special Events  
\_\_\_ Food Vendors \$150.00 each (Please circle: 120V or 220V) \_\_\_\_\_ Horse Show \_\_\_ Special Events

### Vendor Agreement Terms and Conditions

1. Booth fees are due by July 14, 2025. Make checks payable to **Montezuma County Fair Board**. Mail checks to the County Extension office at 103 N. Chestnut, Cortez, CO 81321, or drop off in person. A \$50.00 late fee will be added after July 14, 2025. Only cash or money order will be accepted after July 1, 2025. Booths and electric hookups are not reserved until payment and signed contract are received.
2. Vendors must provide their own displays, tables and chairs.
3. The vendor fee will cover the Horse Show on, July 19<sup>th</sup> and all Special Events located at the arena and racetrack. The Fair Board must be notified in advance if you plan to sell at the special events.
4. Vendor is required to follow the Set Up and Tear Down schedule with no exceptions. If you choose to sell at the Horse Show on July 19<sup>th</sup> - set up and tear down must occur on that same day.  
  
Vendor Check-in, July 29<sup>th</sup> from 1:00-5:00pm. Please check in with Fair Board member's, Amanda or Logan before set up, for booth assignment.  
  
August 2nd (Saturday), The Buyers Lunch and Livestock sale will be held. Booth tear down is not allowed during this time.
5. Vendor shall not obstruct the general view, or conceal other exhibits, or exit signs. Fair management reserves the right to inspect and require compliance at any time.
6. Vendor is encouraged to be at the booth during the hours the Fair is open to the general public. Vendor is responsible for booth security at all times. Montezuma County Fair Board assumes no responsibility for any damaged, lost, or stolen items.
7. Tobacco, illicit drugs, guns, toy guns or fireworks are prohibited from being sold at the Fair.
8. Vendor may be required to carry policies of comprehensive commercial general liability insurance specifically covering, without limitation, bodily injury, and property damage and product liability. Vendor may be required to provide a copy of the certificate of insurance before setting up booths. Vendor may also be required to add additional insureds, including without limitation: Montezuma County Fair Board, Montezuma County, Montezuma County Fairgrounds, and Montezuma County Commissioners, its officers, elected officials, and employees. This requirement is at the sole discretion of the Montezuma County Fairgrounds management, or Montezuma County Fair Board.

9. Vendor agrees to pay for any damages they incur to the Montezuma County Fairgrounds.
10. Vendor indemnifies, defends, and holds harmless the Montezuma County Fair Board, Montezuma County, Montezuma County Fairgrounds, Montezuma County Board of County Commissioners its officers, elected officials, and employees its directors, officers, employees, volunteers, principals, and agents from any and all actions, causes of action, claims, demands, losses, damages, costs, attorney fees, judgments, liens, indebtedness, and liabilities whatsoever in any form or on any basis arising from or related to, directly or indirectly, the Exhibitor's presence at or participation in the Montezuma County Fair.
11. The presence of security officers at the Fair shall not be an assumption of responsibility or liability related to any failure to provide security services.
12. Prepared food vendors must be licensed and inspected to sell prepared foods in the State of Colorado. Licenses can be requested at any time, and failure to show proof will result in your dismissal from the County Fair.
13. All sales tax payments and licensure are the responsibility of the vendor.

I agree to pay for the booth(s) I have designated above and agree to the terms and conditions of this agreement.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Any questions please call Amanda Higgins 970.739.8455 or Logan Hindmarsh 970.560.1637 or email [Montezumacountyfairboard@gmail.com](mailto:Montezumacountyfairboard@gmail.com).

Make checks payable to: **Montezuma County Fair Board.**

Return payment along with this signed agreement to the Montezuma County Extension Office, 103 N. Chestnut St. Cortez, CO 81321.

Fair Dates:

Horse Show - July 19th one day event only

Family Gymkhana: July 27th one day event only

Fair Week: July 29th - Aug 3rd

Buyer Luncheon and Sale: August 2nd (No tear down during this time)

Tear down and cleanup is Sunday August 3rd - there will be no public events on this day.

The last day of public events will be August 2nd.

**THANK YOU FOR BEING PART OF OUR FAIR!**