

National Cattle Congress Fair – Celebrating 110 Years

2020 National Cattle Congress Fair - Waterloo Iowa

September 16th – 20th

Contract for National Cattle Congress Fair Vendor & Exhibitor Expo

Subject to the rules and regulations governing the **NATIONAL CATTLE CONGRESS FAIR**, to be held **SEPTEMBER 16 – 20, 2020**, we hereby agree to lease space to:

Company Name	Company Name			
Contact	Contact Name.			
Email Address	Email Address			
Mailing Address	Mailing Address	City	State	Zip
Phone Number	Phone Number			

Booth Size: Please choose your desired booth size from below. Booth rental fees listed below do not include the deposit.

- 10' x 12' - \$150.00
- 10' x 24' - \$250.00
- 10' x 36' - \$325.00
- 10' x 48' - \$500.00
- 10' x 60' - \$575.00
- 20' x 24' - \$500.00
- 20' x 48' - \$750.00
- 20' x 60' - \$1000.00

Booth Size Requested:

Deposit of \$100.00 is not included in Contract Price. Deposit is refundable at the conclusion of Fair Closing. Any violation of the terms in this contract will result in forfeiture of Deposit. The National Cattle Congress retains 50% of the total amount of the contract and deposit on any cancellations before July 31, 2020 and retains 100% of the total amount of the contract and deposit if cancelation is on or after August 1, 2020.

Exhibitor & Vendor Tickets - \$5.00 per Exhibitor per day. (All Exhibitor Entry Tickets must be purchased no later than 8pm on 9/11/20. No Exceptions.

ESTEL HALL EXPO HOURS

Wednesday	9/16/20	from 4pm-9pm
Thursday	9/17/20	from 9am-9pm
Friday	9/18/20	from 9am-9pm
Saturday	9/19/20	from 9am-9pm
Sunday	9/20/20	from 9am-6pm

BOOTH SETUP HOURS:

Estel Hall setup will be on Sunday 9/13/20 thru Tuesday 9/15/20 from 8am to 8pm each day. Overnight security will commence on Sunday night at 8pm. Exhibitors are to enter thru the East Center Doors of Estel Hall to check-in and be escorted to exhibitor booth. All exhibits **MUST** be set up by 8pm on Tuesday, September 15th 2020. **FAILURE TO NOT HAVE BOOTH SET-UP DURING THESE TIMES WILL CAUSE DEPOSIT TO BE FORFITTED AND POSSIBLE LOSS OF BOOTH SPACE LOCATION.**

FIRST THING: PLEASE REGISTER INSIDE THE EAST DOOR OF ESTEL HALL PRIOR TO SETTING UP. If you have not purchased your Vendor Tickets, you can purchase them at check-in. No Tickets will be sold after 8pm on Tuesday 9/15/20. Anyone **NOT** presenting Vendor Ticket at the gate Thursday thru Sunday will be charged regular gate admission, **NO EXCEPTIONS.** No Exhibitor will be allowed entrance or to set-up until Booth is paid in full, deposit is paid and a copy of current insurance is on file.

OFFICIAL CLOSING:

Sunday, September 20th, 2020 at 6pm is the official 110th National Cattle Congress Fair close time! No exhibit shall be dismantled, packed, or removed from their respective positions until that time! If an exhibitor should leave prior to that time, deposit of \$100.00 will NOT be returned. Exhibitors who plan to pick up exhibit materials on Monday, September 17th: please pack up all materials and move everything to the back of your booth before leaving Sunday night. Unplug all electrical cords and remove any signs from the curtain poles. Move out times are Sunday, September 20th from 6pm to 9pm, and Monday, September 21st from 9am to 5pm.

PLEASE DO NOT BLOCK ANY DOORS OF ESTEL HALL WITH PARKED VEHICLES AND TRAILERS.

FAIR EXHIBITOR ENTRANCES:

Exhibitor entrances during Fair for Estel Hall will be the overhead garage door on the east side of Estel Hall ONLY. All other doors including the North and West doors will remain locked until the building opens to the public at 9am each morning. The Eastside overhead garage door will open at 8am each day for exhibitors to enter the building and/or replenish their stock. Vehicles may enter the grounds at 8am. All vehicles MUST be removed from the grounds to their designated parking lots by 8:45am each day.

PARKING:

All vehicles must park in designated parking lots outside the gates during all hours of the fair. Exhibitors should park in Lot C (North parking lot). Trailers are to be parked in a designated parking lot as well.

ELECTRICITY:

If electricity is needed, please bring a 20 - 40 foot grounded extension cord for exhibitor booth.

It is further agreed between the parties:

- 1) All and any contracts and reserved booth space is Void after 7/31/20, if contract, payments and insurance is not received.
- 2) No pets will be allowed in Estel Hall during the fair other than a Service Dog.
- 3) There is to be no alterations to this contract unless approved by National Cattle Congress. No verbal agreements, unless specified in this Contract will be honored, no exceptions.
This contract or the privileges granted herein, or any part thereof, cannot be assigned or otherwise disposed of without the written consent of Lessor.
- 4) Lessee will conduct his business in a quiet and orderly manner, keep his place neat and clean, and deposit all rubbish, garbage, paper, etc., in receptacles. Lessee agrees to man their booth at all times. Lessor reserves the right of approval on all buildings, tents, and enclosures, along with right of access to premises at all times. Inside concessions shall not exceed 8' in height along back edge of booth.
- 5) Exhibitor must issue a copy of liability insurance; listing the National Cattle Congress as the additionally insured. If Exhibitor is unable to furnish insurance, they may purchase insurance thru NCC for \$75.00. Lessee of any space or exhibitor assumes all risks of loss, injury, or damage of every kind or nature, however caused including the negligence of Lessor or any of its employees, agents, or otherwise to property of any kind or nature belonging to or brought upon the premises by Lessee or exhibitor, or personal injury to any and all claims or suits growing out of any such loss, injuries or damage. Lessee is required to obtain the following MINIMUM limits: Bodily Injury Liability \$1,000,000 per occurrence, \$1,000,000 annual aggregate; Property Damage Liability \$50,000 per occurrence, \$50,000 annual aggregate. The policy will contain a clause adding the NATIONAL CATTLE CONGRESS as an "additional named insured" and will also contain a provision whereby the National Cattle Congress will be given a 30 day notice of cancellation. A certificate of such insurance will be required to be filed with the National Cattle Congress by AUGUST 1, 2020. In the event that such certificate is not filed by the prescribed date, the National Cattle Congress will obtain insurance with limits as described above and the Lessee will be liable for the cost of such insurance. In all cases, settlement for insurance must be made before exhibitor credentials will be issued.
- 6) Signs must not obstruct other concessions or booths. Lessor reserves the right to approve or deny the use of any and all signage or merchandise.
- 7) Violation of any of the terms and agreements hereof, shall at the election of the Lessor, cause the whole amount of this contract to become due and work a revocation and forfeiture of all rights and privileges herein granted to Lessee, and in the event of such breach by Lessee and such election by Lessor, any and all sums paid or

contracted to be paid under this contract to Lessor shall be and become the property of said Lessor as liquidated damages for said breach.

- 8) Upon expiration of this contract, Lessee will surrender possession of said premises to Lessor in as good condition as the same are now in or may hereafter be placed, unavoidable wear and damage excepted. All exhibitor booths and products will be removed within 2 days after the Fair closes unless special arrangements are made.
- 9) Loud speakers, amplifiers, radios, TV sets and other sound devices must receive the approval of management. Management reserves the right to adjust sound levels or to prohibit such equipment. NO HELIUM EQUIPMENT WILL BE ALLOWED IN EXHIBIT HALLS.
- 10) Lessee agrees that every member connected with said exhibitor booth, or other purpose for which said premises is rented, shall abide by, conform to, and comply with all laws of the United States and the State of Iowa, and all ordinances of the City of Waterloo and the rules and regulations of Lessor for the government and management of said premises.
- 11) It is understood and agreed that in the event of any default or non-performance hereunder, or breach of the provisions of this contract by Lessor, the liability of the Lessor therefore shall in any event be limited to the return to the Lessee of the fee paid to the Lessor for the particular performance or period of times of which the Lessee is thereby deprived.
- 12) Any items not listed below in this Contract will not be allowed to sell or be permitted the Fairgrounds. Selling Items not listed in this contract may result in termination of this contract, eviction from Fairgrounds, fine up to \$1000.00. LESSEE agrees they will conduct all business in rented Exhibitor Booth. No business will take place outside of booth or in the NCC Fair Parking Lots.

Full List of Items to be Sold or Marketed:

By signing this Contract, I am stating that all information provided in this Contract is correct and that I have read and agree to abide to its content.

Exhibitor Signature

Date