



Dear Vendors,

We are very excited to have you join us as a Vendor at the Morgan County Fair 2021. We have some incredible vendors this year and we look forward to seeing you. Here are a few items that need to be addressed:

1. A Morgan County Business License is required through the Morgan County Clerk's office, 48 W Young Street, Morgan Utah 84050. You will be charged for the business license when you pay for your booth space. **No vendor will be allowed to set up until they show proof of a Morgan County Business License.**
2. Proof of vendor booth payment is also required prior to setting up.
3. Booth spaces will be assigned prior to event. You will only be allowed your purchased space. Any additional space used you will be charged for.
4. On Saturday July 31, 2021 you are welcome to set up and sell at a concert just northeast of the fairgrounds. Initial set up and preparation will be Monday Aug 2nd, or Tuesday Aug 3rd before 2:00 PM. Wednesday thru Saturday August 4-7 all set up and delivery must occur from **7:00AM – 9:00 AM.** All other service and deliveries must be cleared by fair representative if they are outside of the scheduled times. Set up and delivery times will be strictly enforced in consideration to all participants and other vendors of the fair. Any vehicles left after 9:00am will be subject to tow. NO EXCEPTIONS! Enter through the east entrance, drive around and park near the food court, giving consideration to everyone that is setting up. You may access the rear parking area for clean up at the end of the night once the event has concluded, all spectators have exited the fairgrounds, and the booth can be safely accessed. In the event you need to clean up early, before the nightly event has concluded, no vehicle access will be permitted. \*East entrance must be used for all set up and clean up.
5. All Vendors will be required to pay a \$150 cleaning deposit. This is included with booth rental payment. We will have pictures of what the space looked like before. The deposit will be refunded in check form after the final inspection after the fair.



[www.morgancountyfair.org](http://www.morgancountyfair.org)

Morgan County Fair Grounds PO Box 886; Morgan, UT 84050 (801) 821-7125  
[morgancountyfair@gmail.com](mailto:morgancountyfair@gmail.com)

6. All vendors are required to clean and remove trash nightly from their booths. This includes taking it to the dumpsters. This will be monitored and is part of the cleaning deposit.
7. Morgan County Fair has a Coca Cola exclusive contract. Any vendor selling soft drinks, powerade, or water will be required to purchase from Coca Cola. They will contact you 2 weeks before event to place order or you are welcome to contact them. Ice will also be available for purchase during fair from the fair office. Morgan County Fair will decide the selling price for all beverages.
8. If you have a website or would like to be included into social media campaigns please provide the information by email to [morgancountyfair@gmail.com](mailto:morgancountyfair@gmail.com) and we will include all participating vendors.
9. The Purchase of power does not include extensions cords, spider boxes, etc...
10. If for any reason you are unable to come to our event reimbursements will only be allowed until Jun 1<sup>st</sup>. After that you will only be reimbursed for your cleaning deposit.
11. Vendor maps will be provided at check in. VENDORS MUST ADHERE TO THE ASSIGNED SPACE. If you expand larger than the requested space you will be charged an additional space.
12. **On Saturday, August 7th, absolutely no vehicle traffic or access prior to the end of the rodeo, all patrons of the fair must have exited the fairgrounds before vehicles will be allowed on the path or within the vicinity of your booth.**
13. **Parking for vendors is available in the main parking lot of the fairground, no parking passes will be handed out, and you will not be allowed to park inside the fairgrounds.**

**We look forward to seeing at our 2021 Morgan County Fair!**



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