

Food Vendor Contract for Mitchell County Fair

Contract Year: 2026

Email Address: nwpeters20@gmail.com

Fair Dates: July 28-August 2, 2026

Set Up: Anytime on Monday, July 27 and Tuesday, July 28

Concession hours: Up to the vendor. We ask to be open Wednesday-Saturday. Tuesday and Sunday are optional. (4-H Judging takes place Tuesday during the day, Event Center hours open 12:00-8:00 PM Wednesday-Friday and 10:00-8:00 PM Saturday, Grandstand events Wednesday-Saturday evenings, Beer Garden with Live Music Thursday, Friday, and Saturday evening, and Ribbon Auctions on Sunday)

Food Vendor Name: _____

Concessions Offered: _____

Contact Person(s) _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Cell phone: _____ Fax #: _____

E-mail address: _____

Size of Trailer/Truck/Tent: _____

If Trailer/Truck, what side do you serve out of: Drivers Side _____ Passenger Side _____ Both _____

Federal ID #: _____ IA Sales Tax #: _____

Volts: _____ Amps: _____ Water Hook Up: _____

Anything else needed: _____

ALL contracts are due on July 15

Vendor fee: \$200. Fees due before set up allowed! If you are a \$1000 sponsor or higher, vendor fees are waived!

This contract is accepted upon conditions that the business as stated above is to be conducted in accordance with the Rules and Regulations of the Society and the State of Iowa, and further that the Purchaser of this contract pledges and offers to the Society any and all structures occupied or erected by him/her or them, all goods, implements, or appurtenances which are used in transacting business to which this privilege pertains, as a Guarantee for the payment of the sum herein stated, and in the case of such forfeiture, said Society shall have the privilege of offering the same at public auction, and apply enough of the proceeds from such sale of the discharge of the amount due. The locations for said privilege to be assigned by the Fair Board. Retention of this contract on the part of the purchaser will be taken as evidence of acceptance. Further the Society assumes no responsibility for the loss or damage of the Concession's property. It is also agreed as a consideration for the Mitchell County Agricultural Society accepting lease of stated space that the Concession will hold the Agricultural Society harmless by reason of any claims given rise to anyone patronizing the Concession's business, and the Concession does hereby release, relieve and discharge the Mitchell County Agricultural Society from any claims. Mitchell County Agricultural Society assumes no responsibility for damaged, missing, stolen, or weather-related events.

I, (please print) _____, as Agent for the Concession, accept this contract and agree to lease the assigned space at the Mitchell County Fair for the above stated year and agree to the conditions set by this contract, as stated on the back side of agreement.

Signed: _____, dated this _____ day of _____
(Agent for Concession)

Signed: _____, dated this _____ day of _____
(For Mitchell County Agricultural Society)

Please complete and return lease along with fee by deadline stated above.

Send to Mitchell County Fair, c/o Nolan Peters, 1021 Walnut Street, Osage, IA 50461

Contract Terms and Conditions on reverse side.....

Conditions of Contract for Mitchell County Fair

Read over contract to make sure information is accurate for your concession. Make changes to the contract and initial each one if needed. Especially needed are your utility demands. Please take time to return the contract and fee as soon as possible. *If for some reason you cannot exhibit this year, for courtesy sake, please return the contract unsigned with a note of your intention not to exhibit.* **Contracts not returned by the Response Deadline date will be voided and the space will be leased to another vendor.**

ALL VENDORS

1. All desire to obtain leases for the sale of articles or for exhibitions must pay the price of such permits in advance. Contracts issued by the Fair Board must be returned by the deadline date with payment in full for space fee or booth as specified on the contract, or the contract will be voided, and the space will be leased to another exhibitor.
2. Set up hours for concessions will be Monday from 12:00-6:00 PM or Tuesday from 8:00-6:00 PM of Fair week.
3. Space assigned and not occupied before 12:00 PM on Wednesday, the first day of the Fair, will be forfeited.
4. Outside concessions may open as early and close as late as desired.
5. Any lessee of space leaving before designated time loses right to return to the fair, unless expressed permission has been secured from the Fair Board. Lessee also forfeits any deposits made to Fair for the space.
6. No parking of vehicles, unless a part of the concession, will be allowed around the exhibit. Vehicles may enter the area to load/unload goods or exhibits only. **No vehicles are allowed in this area from 10:30 AM-11:30 PM, unless expressed permission is received from the Fair Board. The Fair Board will determine location of additional supply vehicles.**
7. **All vendors must furnish the Fair with a certificate of liability insurance**, naming the Mitchell County Fair as additional insured. Minimum liability coverage shall be \$1,000,000 per occurrence.
8. **ALL food vendors are required to apply for and pay for a temporary food establishment licenses in advance.** This year, if vendors do not apply and pay for the licenses in advance, each food stand will be closed until they pay double fee and pass an inspection. Please know that it does take time to process the license applications. The application tells the vendors to submit the paperwork at least 2 weeks prior to the event. I have attached the website for license application if applicable Website is: <https://dia.iowa.gov/food-consumer-safety>
9. All campers must park in the campground of the fairgrounds and pay fees of \$150/week in advance for camping at Fair Office as set by the Fair Board prior to electrical box being unlocked by fair board member. Camping spaces are limited.
10. All food concessionaires shall be posted in a conspicuous manner, at the front or entrance of place of business, a sign showing the price charged for meals, lunches, drinks or other articles of food offered for sale.
11. All concessions selling a product(s) or service from their leased space at the Fair must pay Iowa Sales Tax. The Fair requires a Federal ID number, Iowa Sales Tax number from each concession or exhibitor. If the concession does not have an Iowa Sales Tax number, a temporary form is available at the Fair Office.
12. The Fair Board will carefully guard against extortion in any form being practiced on the patrons of the Fair. A violation of the rule will cause forfeiture of contracts, money paid, and expulsion from the grounds.
13. **All concessionaires are responsible for their own supplies, including ice.**

Mitchell County Fair Board Food Committee

Chad Halbach, 641-220-1651

Nolan Peters, 641-832-1482

Kevin Stewart, 641-832-7627