



SOUTH DAKOTA DEPARTMENT OF AGRICULTURE

STATE FAIR PARK DIVISION
1060 3RD St. SW
Huron, SD 57350
Phone: 605.353.7340 Fax: 605.353.7348
sdstatefair.com



**31st National Red Power Roundup · August 8-10,2020
Indoor Vendor Application**

Business Name: _____ (name on insurance)

Contact Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Cell: _____ Fax: _____

Email: _____

Description of products: _____

Planned arrival date: _____

Vending Fees

(Fee structure as follows: the first three spaces at the cost of \$45 each, the fourth thru sixth spaces at the cost of \$40 each and so forth).

		# of spaces	Total
1-3 spaces	\$ 45.00 each space	X _____	\$ _____
Additional spaces			
4-6 Spaces	\$ 40.00 each space	X _____	\$ _____
7 + Spaces	\$ 35.00 each space	X _____	\$ _____
Electric	\$ 15.00	X _____	\$ _____
Additional table rental (8')	\$ 15.00	X _____	\$ _____
Additional gate passes	\$ 25.00	X _____	\$ _____

*Indoor vending location are 10' x10' or 8 x 10' depending on location. Each location includes (1) 8' table and 2 chairs. Two gate passes are included with the vendor fee.

This is not a contract. Application does not denote an offer for space. The South Dakota State Fair reserves the right to designate the area where any vendor may present their exhibit as is beneficial to the South Dakota State Fair and its patrons. No payment is required with submission of this application.

Mail application to: SD State Fair, 1060 3rd St. SW, Huron, SD 57350

Office Use Only

Date Received: _____ Approved/Denied _____ Contract amount: _____

Vendor Information & Rules

- Contracts will be issued upon approval of application. Contracts must be returned within 30 days from the issue date. Payment is due with the signed contract.
- Vendors must supply their own power cords, tape to cover cords, and table covers.
- No posting of signs and/or advertising outside of vending space.
- No alcohol beverages permitted in vending area.
- Vendor is responsible to remit all applicable sales tax. South Dakota Department of Revenue packet will be provided to each vendor (tax rates are subject to change)
- No campers or vehicles allowed by vending space unless authorized. Parking is allowed in the campground and parking areas only.
- IHC Chapter 21 and the SD State Fair are not responsible for lost/or stolen items.
- Set-up
 - Indoor and Outside Vendors: August 5-6, 8 AM – 5 PM; August 7, 8 AM – 7 PM
 - Nordby Exhibit Hall setup begins on Thursday, August 6, 8 AM – 5 PM; August 7, 8 AM – 7 PM
 - Food Vendors: August 5-6, 8 AM – 5 PM
- Operating Hours
 - Indoor and Outside Vendors: August 8-9, 8 AM – 5:30 PM; August 10, 8 AM – 4 PM
 - Food Vendors: August 7-10, 9 AM – 5:30 PM (optional to stay open later); August 10, 9 AM – 4 PM
- Teardown of exhibits after 4 PM on August 10.
- Food vendor commission is 16% of surplus sales, calculated as follows:
$$\text{Total sales} - \text{taxes} - (\text{rent} \div 0.16) = \text{surplus sales}$$
Food vendors MUST pay your 16% additional rent between the hours of 3 PM-6 PM on Monday, August 11 at the Nordby Exhibit Hall prior to leaving.
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- Vendor at all times shall obtain and maintain in force insurance coverage of the types and with the limits as follows:
 - Commercial General Liability Insurance: As a standard requirement for all of our vendors, it is necessary for you to carry general liability coverage from an insurance company in good standing with minimum policy limits of \$1,000,000 per occurrence and no less than \$2,000,000 aggregate.
 - Business Automobile Liability Insurance: Vendor shall maintain business automobile liability insurance or equivalent form with a limit of not less than one million dollars for each accident. Such insurance shall include coverage for owned, hired and non-owned vehicles.
 - Worker's Compensation Insurance: Vendor shall procure and maintain workers' compensation and employers' liability insurance as required by South Dakota law.

This insurance must be in force during the lease dates of the event, June 25-27, 2020. Named insured on all Certificates of Insurance must be an exact match to the person or entity that is the named Vendor on the vendor application. South Dakota State Fair, International Harvester Collectors, Inc. and International Harvester Collectors Chapter 21 of South Dakota, Inc. shall be listed as additional insured.

Rainprotection Insurance Company is offering insurance coverage to vendors that do not already have insurance coverage. Please contact Rainprotection directly at 800.528.7975, ext. 107 or via email at info@rainprotection.net to obtain coverage.

If you have any questions, please contact Kathy Meyer, Information and Vendor Services Coordinator at 605.353.7353, toll free 800.529.0900 or email at Kathy.meyer@state.sd.us