

September 22, 2025



**To all Vendors
Commercial Exhibitors and Concessionaires:**

It is time to gear up for the 76th Annual Jackson County Youth Fair. The Fair will be at the Brackenridge Recreation Complex (BRC) Main Events Center located on Hwy 111 south.

The fair gives you the opportunity to market your products or services to folks from all around Jackson and surrounding counties. Your business or organization will be able to “reach into the community” at the fair. JCYF uses social media, local area radio, plus local area newspapers to advertise the Fair events. Many groups find that they have more contact with the public during the fair than they do during the balance of the year. Please consider this letter an invitation to participate in this great event.

We have enclosed for your review the following information:

- Vendor Contract and Lease Agreement.
- Exhibitor’s Exhibition Space Agreement and Information Sheet
- All Commercial Exhibitors and Concessionaires shall be required to provide proof of Liability Insurance, or **purchase liability insurance** through JCYF provider Haas & Wilkerson.

The Jackson County Youth Fair will be from **October 8th through October 11th, 2025**. To ensure that you are reserved a place, contact me and/or return the signed contract to the address listed below as soon as possible. Please remit the appropriate payment with the contract. After the contract is fully executed, a copy will be returned to you. **The contract must be returned by October 6, 2025.**

COMMERCIAL EXHIBIT booth space is limited and will be rented out on a “**first come first serve**” basis. Commercial Exhibitors shall receive **only two (2) Fair passes**. Please specify the person(s) that will receive each Fair pass.

There are no passes available for non-profit organizations. Volunteers and/or vendors may purchase Fair passes for \$10, regular price \$20, in advance (before the Fair), from the Jackson Co. Herald/Tribune, and Ag. Extension Office. Admission fee for the Fair is only \$5 per day. Please call for details, verification of association with organizations may be required, such as work schedule of volunteers.

We will not hold tickets at the ticket booth. If you have any questions, please feel free to call me on my mobile (361) 782-8305, or email me at treasurer@jcyf.org.

Please remit payment to the Jackson County Youth Fair, P.O. Box 457, Edna Texas 77957.

Sincerely,

Deidra Whitley, Treasurer
Jackson County Youth Fair

2025 JACKSON COUNTY YOUTH FAIR

EXHIBITION SPACE AGREEMENT

As part of the Commercial Exhibit and/or Concession Space Contract and Lease Agreement

Jackson County Youth Fair leases to Exhibitor exhibit space in the BRC Main Events Center for the exhibitions identified in the Application submitted by Exhibitor subject to the terms of that Application, the following terms and conditions, all information sheets issued within a reasonable time before each show, and all city, county, state, and federal laws which, although they may not be referred to herein, are specifically made a part of this agreement. All spaces reserved on a **FIRST COME, FIRST SERVED** basis.

Exhibitor agrees to pay Lessor the amounts set out in the Application for use of this exhibit space. It is understood that the exhibit space provided to Exhibitor shall be one of many exhibit spaces comprising a given exhibition.

TERMS AND CONDITIONS

1. All merchandise and displays will be subject to Lessor's approval. Lessor reserves the right to cancel a booth reservation prior to an exhibition or require alteration, replacement, and/or removal of any merchandise, product, activity or exhibit from a show which Lessor in its sole discretion deems to be detrimental to or inconsistent with the quality, theme or dignified image of the exhibition.
2. Lessor shall organize, promote and lease exhibit space for the exhibitions described on the reverse. Exhibitor will be mailed an exhibition information sheet within a reasonable time before the official exhibition date. The information sheet will contain information on the date, time, place, set-up requirements, space assignments, etc.
3. Lessor will provide media advertising for the Fair, not individual vendors or Lessors.
4. Lessor reserves the right to assign all space locations and make space assignment changes prior to the exhibition opening as may become necessary to be consistent with good exhibition management procedures.
5. Lessor will exercise all reasonable diligence in protecting the property of Exhibitor. However, Lessor is not responsible or liable for the loss of or damage to Exhibitor's property from theft, mysterious disappearance, damage by fire, water, accident or any other cause.
6. Lessor makes no representations or warranties not expressly set forth herein.
7. Exhibitor agrees that the information sheet for each exhibition will be made part of this agreement.
8. Exhibitor agrees to provide Lessor with a description of the general exhibition contents for each exhibition and agrees to only display products, represent services, or display signs which have been approved by Lessor in its sole discretion.
9. Exhibitor agrees to design, construct, and operate the exhibit in accordance with the best interests of the exhibition, good taste, and the standards established by Lessor. Lessor shall have sole discretion to determine whether Exhibitor's exhibit and/or products are in compliance with the requirements of this Agreement.
- 10. Exhibitor agrees to have exhibit set up, complete and clean, at least fifteen minutes prior to the opening of each exhibition and to keep the exhibit open during all hours the exhibition is open to the public.**
11. Exhibitor agrees to keep the exhibit within the boundaries of the space leased and arrange the exhibit in such a way as to avoid interference with other exhibits. Failure to comply with this provision will result in additional charges for space used.
12. Exhibitor agrees to duly report all cash sales made during the exhibition in accordance with the appropriate sales tax regulations, collect all applicable sales taxes, and abide by all pertinent city, county, state, and federal laws, ordinances, fire and safety codes; and all pertinent regulations for the BRC Main Events Center (exhibit facility).

13. Exhibitor agrees to be responsible for the payment of any damage charges assessed by the Exhibit facility for failure to observe the rules and regulations for the construction and operations of his/her exhibit.
14. Exhibitor accepts total responsibility for his/her exhibit and its safety and agrees to conduct his/her activities on the exhibition premises so as not to endanger any person lawfully thereon. Lessor shall have no responsibility for damages to the exhibit caused by fire, robbery, accident or any other destructive cause. Exhibitor also accepts total responsibility for any and all injuries to Exhibitor, his/her family, officers, agents, employees, or other representatives while they are on the exhibition premises and for any injuries to other persons that may occur within the confines of the exhibit, or which are caused in whole or part by Exhibitor's products or exhibit or by Exhibitor, his/her family, officers, agents, employees, or other representatives.
15. Refunds will not be made unless an exhibition is not held for reasons other than the malfeasance of Lessor. In such a case, fees received less all expenses of the exhibition, including but not limited to advertising, rental of the facilities, insurance, utilities, furniture, promotion, and other related expenses, will be refunded to Exhibitor on a pro-rata basis.
16. Should Exhibitor fail to comply in any material respect with the terms of this agreement, the payments made to the time of breach shall be retained by Lessor as liquidated damages, and Lessor shall have the right to reassign contracted space without further notice or make such use of the space as Lessor deems to be in the best interest of the exhibition.
17. Exhibitor agrees to indemnify, defend and protect Lessor against and hold and save Lessor harmless from any and all claims, demands, suits, liability, damages, loss or costs of whatever kind or nature which might result from any of Exhibitor's merchandise or from any action or failure to act by Lessor or any of his/her family, officers, agents, employees, or other representatives, including but not limited to claims of damage or loss, harm or injury to the person or property of Exhibitor or any of his/her family, officers, agents, employees, or other representatives, or of third persons.
18. Should acts of God, strikes, work stoppage, or any other cause not within control of Lessor make it impossible for the exhibition to be held or the particular exhibit area to be occupied by Exhibitor, then Lessor, its officers and employees are jointly released from any and all claims which may arise in consequence thereof. Lessor shall determine and refund to Exhibitor his proportionate share of applicable payments for exhibit space received as provided in paragraph 15 above. In no event shall Lessor be liable for loss of profits, business or any other damage to Exhibitor through cancellation for such causes.
19. It is mutually agreed that no amendments, alterations or variations of this agreement shall be valid unless made in writing and signed by both parties.
20. Exhibitor agrees to be on the show premises at least 30 minutes to 1 hour prior to show time the morning of the show. Lessor must be notified if the exhibitor will arrive after that time. Lessor is entitled to re-sell the space if not claimed by Exhibitor by that deadline and Exhibitor will forfeit all fees which have been paid.
21. **Exhibit space will be reserved and booth numbers assigned when payment is made in full.** Exhibitor agrees that the provisions, terms and conditions printed on the Contract are made a part of this Agreement.
22. Exhibitor agrees that his/her submitted Contract and Lease Agreement, Exhibition Space Agreement, and the Information Sheet, referenced on the Contract along with the terms and conditions herein are made a part of this Agreement, and that he/she has read and understands this Agreement.

LESSEE IS RESPONSIBLE FOR DAMAGES, AS A RESULT OF THEIR USE AND/OR ABUSE, TO PROPERTY OF THE JACKSON COUNTY YOUTH FAIR AND/OR THE BRC MAIN EVENT CENTER.

2025 JCYF VENDOR CONTRACT AND LEASE AGREEMENT

DATE OF CONTRACT: October 8-11, 2025

CONTRACT RECEIVED: _____

LESSEE: _____

CONTACT: _____ EMAIL: _____

ADDRESS: _____ CITY/STATE/ZIP: _____

PHONE: _____ FAX: _____ CELL: _____

**Please complete the following:

MOVE-IN DATE/TIME: ___ Mon. ___ Tues. ___ Fri. 1-3p MOVE-OUT DATE/TIME: ___ Sat. after 10pm or ___ Sun.

(as suggested on the Information Sheet, or call to make other arrangements)

FEE SCHEDULE:

Table with columns: FEE SCHEDULE, FEES, PAID. Rows include CONCESSION BOOTH, COMMERCIAL EXHIBIT SPACE for Exhibiting only, COMMERCIAL EXHIBIT SPACE for Selling Products, ELECTRICITY for ALL EXHIBIT SPACE, and USER LIABILITY INSURANCE.

TOTAL AMOUNT PD: \$ _____

- 1. The JACKSON COUNTY YOUTH FAIR ASSOCIATION, hereinafter referred to as LESSOR, hereby leases and lets to above named LESSEE the space indicated in the LEASED SPACE described above during the dates above listed by LEASE TERM, for the consideration of the amount above stated.
2. In the event the LESSEE fails to fulfill or violates any terms of this contract or withdraws from the Fair, for any reason after opening day of the Fair of the year of this contract, all money paid shall be retained by the LESSOR.
3. The merchandise, exhibit materials, and equipment which will be placed in the LEASED SPACE by the above named LESSEE are described as follows, or on attached sheet
Above named LESSEE will ___ sell merchandise directly ___ take orders while exhibiting ___ have merchandise on exhibit only.
4. LESSEE agrees that in the event of any proposed change or addition in merchandise, exhibit material, or equipment to be placed in the LEASED SPACE from that listed above, or any changes in LESSEE'S expressed intention with respect to selling or taking orders for merchandise, LESSEE will submit a written request to the LESSOR, setting forth such requested change or addition, and LESSEE understands that the LESSOR reserves the unqualified right to approve or disapprove any such change or addition.
5. LESSEE hereby acknowledges that LESSEE has read the Exhibition Space Agreement attached hereto and incorporated by reference herein for all purposes as fully as though same were in the body of the Contract and Lease Agreement furnished by the LESSOR and LESSEE recognizes that LESSEE knows the provisions of said rules and acknowledges that they are a part of this contract; LESSEE agrees that LESSEE'S use and occupancy of the LEASED SPACE shall be in all respects subject to such rules, and agrees to fully comply with such rules.
6. Space reserved on a FIRST COME, FIRST SERVED basis, and on electrical needs. No exceptions.
7. The Jackson County Youth Fair reserves the right to refuse and vendors, concessionaires, exhibitors for any reason with no refund given to vendor, concessionaire, or exhibitor with no questions or reason ask or give.
8. The concessionaire or food vendor will submit a list of all food, beverages or other items to be sold at least two (2) weeks before the Fair to the Jackson County Youth Fair.
9. ALL vendors, exhibitors and concessionaires are responsible for picking up trash and keeping their area clean.

In witness whereof, the above agreement is signed by both parties hereunto on this the ___ day of _____, 2025 at Edna, Jackson County, Texas.

LESSOR: Approved and accepted for the JACKSON COUNTY YOUTH FAIR

LESSEE: Signature: _____

Deidra Whitley, Treasurer

Print Name: _____