

# MINNESOTA FARMFEST®

# Farm.

## FAMILY. FUN.

**AUGUST 5–7, 2025**  
REDWOOD COUNTY, MN

**2025**

**EXHIBITOR MANUAL**



#Farmfest25



Farmfest.com





# Welcome to 2025 Farmfest!

TUESDAY-THURSDAY | AUGUST 5-7, 2025 | 8:00 AM-4:00 PM

## Dear Farmfest Exhibitor,

Thank you for your participation in and support of the 44th annual Farmfest.

We believe Farmfest is the perfect place for a flow of ideas between you and the attendees. Farmfest provides a place to network, to learn, and for attendees to work with you to grow their operations. We're ready to help you plan and execute a great show this year!

Please take the time to read through this manual and be sure to share it with your on-site team. The manual provides information on necessary rules, regulations, ancillary services offered, and pertinent exhibit information. As a reminder, the exhibitor wristband and parking pass policies changed last year, so be sure to read those sections.

If you have any questions, please do not hesitate to reach out to our main number, 800-827-8007, or to one of the members of the operations team:

**Taylor Anderson**, Operations Manager  
Taylor.Anderson@IDEAgGroup.com | 651-316-4373

**Megan Asleson**, Operations Manager  
Megan.Asleson@IDEAgGroup.com | 651-316-4372

We hope you have a great show!  
—Show Management

### MINNESOTA FARMFEST

28366 County Highway 13  
Morgan, MN 56266  
IDEAg@IDEAgGroup.com  
800-827-8007  
On-site Phone\*: 507-249-2222  
\*Opens July 28, 2025

## Contents

Exhibitor Lounge.....	3
Update Your Online Exhibitor Listing.....	4
Access to Show Grounds Schedule.....	5
Important Deadlines .....	6
Show Map.....	7
Ag Tents Map .....	8
Demo Tents Map .....	9
Directions .....	10
Area Map.....	11

### SECTION 1

Setup/Show Rules & Regulations.....	13-22
Transporting Oversized Equipment.....	23
Food & Beverage Rules & Regulations.....	24-25
Lodging & Meeting Space .....	26

### SECTION 2

#### Farmfest Forms

Ride & Drive Demo .....	28
Dig or Excavate .....	29
Forklifts, Hydraulics, & Material Handling .....	30
Exhibitor Wristbands .....	31
Booth Sampling/Waiver.....	32

#### Official Vendors & Suppliers .....

Vendor Forms .....	34-61
Sample Insurance Forms .....	62-64
Exhibitor Liability & Rainprotection Insurance.....	65
Shipping Labels.....	66





## STOP INTO *the* EXHIBITOR LOUNGE!

As a thank you for participating in this year's show, we invite you to stop in the Exhibitor Lounge any time during the show\* for a cup of coffee and a donut, or a bottle of water and a snack. Or you can use the lounge to catch up on emails, take a business call, or just get out of the heat for a bit.

\*The Exhibitor Lounge will be open an hour before the show opens and closes at the end of the show day. Use the show map on page 7 to locate the lounge; centrally located near the show office, off Main Street, in booth #521.

SPONSORED BY:





# UPDATE YOUR FREE ONLINE EXHIBITOR LISTING

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We have upgraded our digital booth technology to make it easier for you to upload your company information on the digital floor plan and easier for our attendees to access that information on [Farmfest.com](https://Farmfest.com). Welcome to 3e from EXPOCAD!

It is also important for exhibitors to update their digital profiles because the category information you provide will list your company in more than one place in the printed show program!

Upgrading your digital booth details is easier than ever! Follow the steps below and see your digital booth come to life on our website! Visit [Farmfest.com](https://Farmfest.com) for more detailed instructions if needed.

If you don't see the email from Farmfest via Expocad, be sure you are designated as the primary contact for your company. If you are not, the person designated as the primary contact likely received the email. If you are unable to track it down or you'd like your email added as admin, please contact [IDEAg@IDEAgGroup.com](mailto:IDEAg@IDEAgGroup.com) to let us know.

1. Check your email and confirm via the link provided.
2. Set a password and enter your dashboard.
3. Update your company's details and information.
4. Review your digital booth and make necessary updates.
5. See how many visits your booth receives.

**Update your product categories by June 21 to ensure you are listed in multiple places in the Show Program.**





# EXHIBITOR ACCESS TO SHOW GROUNDS

The gates to the exhibit site will be open according to the schedule below. Find detailed move-in information on [page 14](#) and move-out information on [page 18](#). If you require access to the exhibit site at other times, please call our operations team at 800-827-8007.

## Exhibitor Move-In

Monday–Friday, July 28–August 1	8:00 a.m. – 5:00 p.m.
Saturday, August 2	8:00 a.m. – 4:00 p.m.
Sunday, August 3	Noon – 5:00 p.m.
Monday, August 4	7:00 a.m. – 7:00 p.m.

## Show Hours

Tuesday, August 5	8:00 a.m. – 4:00 p.m.
Wednesday, August 6	8:00 a.m. – 4:00 p.m.
Thursday, August 7	8:00 a.m. – 4:00 p.m.

## Exhibitor Access During the Show

Vehicles can enter/exit the show site each day of the show between 7:00 a.m.–7:30 a.m. After 7:30 a.m. all cars must be off the streets. Vehicles parked in exhibit lots will be permitted to exit the show site after the show closes between 4:00 p.m.–4:30 p.m.

Tuesday, August 5	7:00 a.m. – 4:30 p.m.
Wednesday, August 6	7:00 a.m. – 4:30 p.m.
Thursday, August 7	7:00 a.m. – Dusk

## Exhibitor Move-Out

Thursday, August 7*	4:00 p.m. – Dusk
Friday, August 8	8:00 a.m. – 6:00 p.m.
Saturday, August 9	8:00 a.m. – Noon
Monday & Tuesday, August 11 & 12**	8:00 a.m. – 5:00 p.m.

\*See [page 18](#) for the breakdown of how and when vehicles can leave and enter the site.

\*\*All exhibits must be removed from show site by 5:00 p.m. on Tuesday, August 12, 2025.



# IMPORTANT DEADLINES

## FOR 2025 FARMFEST EXHIBITORS

<b>ASAP</b>  <b>Gravel/Ground Preparation Order</b> Due to Gary Kerkhoff Construction	<b>JUNE 6</b>  <b>Ride &amp; Drive Form</b> Due to IDEAg (to be included in the show program)	<b>JUNE 6</b>  <b>Show Program Ad Deadline</b>	<b>JUNE 20</b>  <b>Show Program Art &amp; Product Category Deadline</b>
<b>JULY 7</b>  <b>Custom Marketing Orders</b> Due to IDEAg <a href="#">Order online</a>	<b>JULY 10</b>  <b>Tent Rental Forms</b> Due to Lincoln Tent, Inc.  <b>Portable Toilet Rental</b> Due to Vosika	<b>JULY 11</b>  <b>Request to Dig/Excavate Form</b> Due to IDEAg	<b>JULY 18</b>  <b>Landscape Form</b> Due to Sunrise Gardening
<b>JULY 18</b>  <b>Insurance Certificate</b> Due to IDEAg	<b>JULY 23</b>  <b>Forklift, Hydraulics and Material Handling Form*</b> Due to IDEAg	<b>JULY 23</b>  <b>Additional Exhibitor Wristbands Order Form</b> Due to IDEAg	<b>JULY 23</b>  <b>Booth Food and/or Beverage Sampling/Waiver Authorization Form</b> Due to IDEAg
<b>JULY 25</b>  <b>MN Operator Cert. of Compliance</b> Due to IDEAg  <b>Last Day for Site Mowing</b>	<b>JULY 28</b>  <b>Move-In Begins Forklift Service Available</b>  <b>On-site Shipments Accepted</b>	<b>JULY 28</b>  <b>Booth Furnishing Form</b> Due to ABC Rentals	<b>JULY 29</b>  <b>Pressure Washing Form</b> Due to Holsinger Pressure Washing
<b>AUGUST 4</b>  <b>Sites MUST Be Ready for Electrical Inspection</b>	<b>AUGUST 5-7</b>  <b>MINNESOTA FARMFEST</b>	<b>AUGUST 7</b>  <b>Move-Out Begins Forklift Service Available at 5:00 p.m.*</b>	<b>AUGUST 12</b>  <b>Equipment Must Be Removed from Show Site</b>

\*Detailed information on forklifting procedures is listed on [pages 15 and 18](#).





- Electricity
- Shuttle Stop



# AG TENTS

## BETWEEN 6TH AND 7TH STREETS



New this year, we have moved the Ag Tents towards the north end of the show grounds.

C2

2100	2101	2102	2103	2104	2105
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2107	2108	2109	2110	2111
------	------	------	------	------

2201	2203	2204	2205
	2303	2304	2305

2207	2208	2209	2210
2307	2308		2310

2401	2402	2403	2404	2405
2501		2503		2505

2407	2408	2409	2410
2507	2508	2509	

2600	2601	2602	2603	2604	2605
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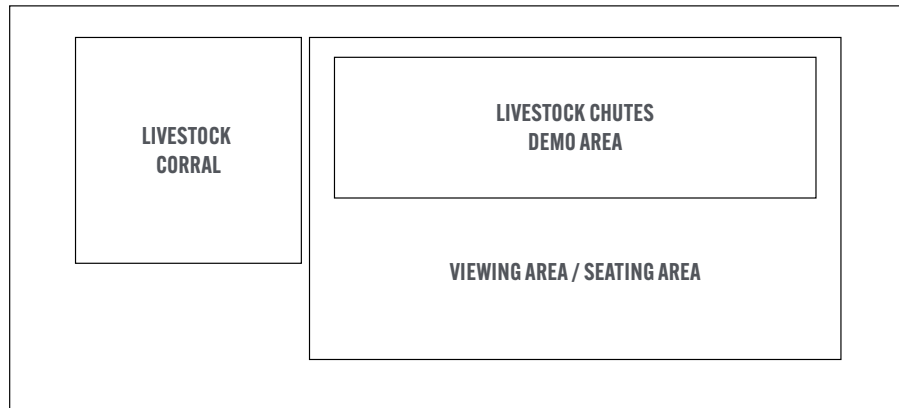
2607	2608	2609	2610	2611
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3100	3102	3103	3104	3105		3107	3108	3109	3110	3111
3201	3202	3203	3204	3205		3207	3208	3210		
3301		3303	3304	3305		3307		3309	3310	
3401		3403		3405		3407	3408	3409	3410	
3501	3502	3503	3504	3505		3507		3509	3510	
3600		3603	3604	3605		3607	3609		3611	

4100	4101	4102	4103	4104	4105	4107	4109	4110	4111	
4201	4202	4203	4204			4207	4208		4210	
4301	4302		4304	4304		4307	4308	4309	4310	
4401	4402	4403	4404	4405		4407	4408	4409	4410	
4501		4503	4504	4505		4507	4508	4509	4510	
4600	4601		4603	4604	4605	4607	4608	4609	4611	

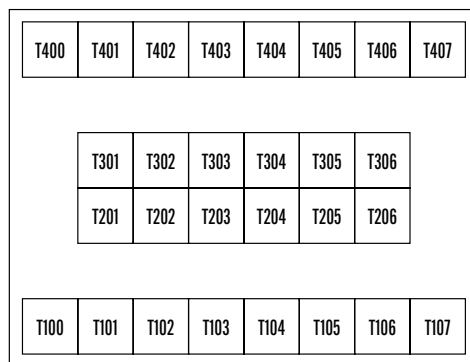


# LIVESTOCK TENT



**NOW LOCATED ON 2ND STREET**

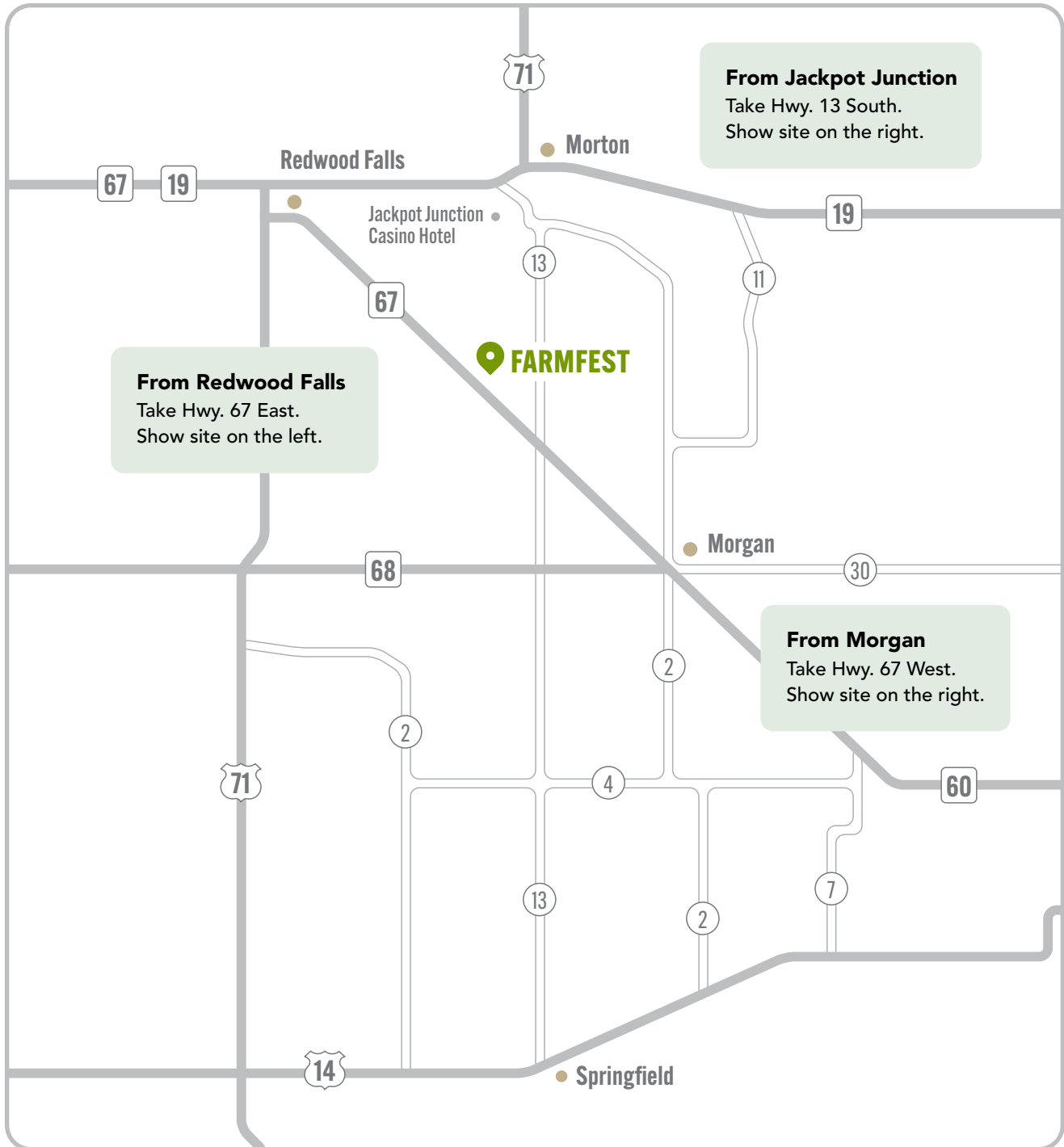
# CRAFT TENT



**BETWEEN 1ST AND 2ND STREETS**



# DIRECTIONS



## Farmfest Address

Junction 67 & 13  
28366 County Highway 13  
Morgan, MN 56266

## Farmfest Phone Numbers

800-827-8007  
On-site Phone\*: 507-249-2222  
\*Opens July 28, 2025



# AREA MAP





# Section 1

**SETUP/SHOW RULES  
AND REGULATIONS**

**TRANSPORTING  
OVERSIZED EQUIPMENT**

**FOOD AND BEVERAGE  
RULES AND  
REGULATIONS**

**LODGING AND  
MEETING SPACE**





# SETUP/SHOW RULES AND REGULATIONS

The following Setup/Show Rules and Regulations are a binding part of the Contract Agreement. It is imperative that exhibitor representatives working in the booth are notified of these terms and conditions, as well as the general information affecting the operation of the exhibits.

## Exhibitor Wristbands

**NOTE:** In order to streamline the exhibitor check-in process, we will provide each exhibiting company an allotment of daily wristbands. Each show day will have a corresponding wristband that must be worn to access show grounds. The exhibitor wristbands are meant for employees working the booth only. Please see the Sponsorship Guide for discounted attendee tickets to pass out to your customers.

The allotment is based on booth size:

Indoor Booths*	10' wide x 10' deep	4 wristbands per day
	10' wide x 20' deep	6 wristbands per day
	10' wide x 30' deep	8 wristbands per day
	20' wide x 20' deep	10 wristbands per day
	20' wide x 30' deep	10 wristbands per day
Outdoor Booths	25' wide x 50' deep	5 wristbands per day
	50' wide x 50' deep	6 wristbands per day
	50' wide x 75' deep	7 wristbands per day
	50' wide x 100' deep	7 wristbands per day
Seed Plot & Lot	60' x 130' plot	14 wristbands per day

\*Each additional 10' x 10' booth, or 100 sq. ft., will receive 2 additional wristbands per day.  
Maximum number of wristbands per day is 10.

## Pick-up Options

**Wristbands should be picked up at the show office during move-in or at Gate 2 on show days.** There are two methods for retrieving your wristbands:

1. A booth representative can sign out the entire allotment of wristbands. If a representative takes all of your company's wristbands, **they are responsible for the daily distributions.** Exhibit staff **will not be let into the show to retrieve their wristband if they are in the booth** with the representative who picked up the allotment at once.
2. Booth staff can individually sign out their wristbands.

If you need more wristbands than allotted, exhibitors can purchase additional wristbands for \$6 each in advance of the show. To order additional wristbands beforehand, please fill out the form on [page 31](#) and email it to [IDEAg@IDEAgGroup.com](mailto:IDEAg@IDEAgGroup.com).

There are no refunds on wristbands.



Inbound Shipping

Shipments can begin arriving on Monday, July 28, 2025. Shipments arriving before this date will be refused. To ensure your material arrives to your booth, please label your shipment properly:

This address does not receive mail delivered by USPS. It must be UPS or FedEx.

Exhibiting Company Name / Booth #  
Farmfest  
28366 County Hwy 13  
Morgan, MN 56266

For your convenience, we’ve included two shipping labels for you to use on page 57.

**PLEASE NOTE:** Items that require forklift service are subject to handling charges and are the responsibility of the exhibitor. Refer to the Forklift Handling Form on page 30 for charges and details on this service.

Receiving and Handling Shipments

- Freight/material handling charges will be applied to all shipments received by Show Management. See **Forklifts, Hydraulics, and Material Handling** section below for costs.
- The charges are the responsibility of the exhibitor for whom the shipment is addressed.
- The bill of lading should contain the following information: exhibiting company name, booth number, and the number of pieces.
- Show Management will deliver the shipment to the exhibit booth as labeled, based on the installation schedule. Show management will not be responsible for shipments after they have been placed in the booth.

Move-In Procedures

Exhibitors may begin setting up their exhibit on Monday, July 28, 2025. All exhibits must be set and ready for public viewing by Tuesday, August 6, 2025 at 7:30 a.m. We ask for your cooperation during setup, to move-in as early as possible and avoid the last minute rush. **All exhibits must remain in place through the duration of the show.**

MOVE-IN TIMES	
Monday, July 28	8:00 a.m.–5:00 p.m.
Tuesday, July 29	8:00 a.m.–5:00 p.m.
Wednesday, July 30	8:00 a.m.–5:00 p.m.
Thursday, July 31	8:00 a.m.–5:00 p.m.
Friday, August 1	8:00 a.m.–5:00 p.m.
Saturday, August 2	8:00 a.m.–4:00 p.m.
Sunday, August 3	Noon–5:00 p.m.
Monday, August 4	7:00 a.m.–7:00 p.m.



## Forklifts, Hydraulics, and Material Handling

**Please read carefully.** Complete and return **page 30** to sign up for forklifting service. See **page 18** for the forklift move-out instructions.

### Types of Services and Charges

- A \$100 fee per exhibitor lot will be assessed for forklifting service if ordered and paid for on or before **Wednesday, July 23, 2025**.
- A \$150 fee per exhibitor lot will be assessed for forklifting service if ordered after July 23, 2025. No services will be provided until payment has been collected.
- A \$50 fee per exhibitor will be assessed for package delivery service (package(s) delivered to the on-site receiving area via FedEx, UPS, Speedee, etc., that require a utility vehicle to deliver items to the exhibitor's booth). If an exhibitor does not want to pay for this service, they will need to pick up their shipment from the receiving area. Please contact the show-site office for instructions where you can pick up your package(s).  
NOTE: USPS is not accepted.
- If you require hydraulics, please make arrangements with Show Management. Exhibitors using the hydraulics will be required to replenish the hydraulic fluid. The same fee structure for forklifting applies to hydraulics.
- Forklift fees are a one-time charge for move-in and move-out services.

### Procedure

- Exhibitors requiring forklift or delivery service must submit the forklift form to IDEAg via email (with credit card info) or via mail (with check) by Wednesday, July 23, 2025 for priority service.
- When the exhibitor's truck arrives on site and is ready to be unloaded, the exhibitor or driver will need to notify the show office that they are ready to unload. You can do so by calling the Farmfest site show office, 507-249-2222. Pre-ordered exhibitors will be given priority. No appointments will be taken.
- The truck driver must know what lot/booth number the delivery goes to.
- Forklift service is limited to 30 minutes at a time per company. A company will be assigned the next available 30-minute time slot if forklift services cannot be completed in 30 minutes.
- For safety reasons, requests to use forklifts to raise people up for assembling or dismantling of displays will not be granted. Show management will supply a list of man-lift rental companies if needed.
- Forklifts are not permitted to enter or drive onto trucks. The trucking company or exhibitor is responsible for getting items in position so the forklift can lift the item from the ground or loading dock.
- Exhibitors and truck drivers are responsible for loading and unloading self-propelled vehicles. Show staff are not permitted to assist with the loading or unloading of self-propelled vehicles. Please make arrangements prior to arrival.

Please direct questions to one of our Operations Managers: Taylor Anderson, [Taylor.Anderson@IDEAgGroup.com](mailto:Taylor.Anderson@IDEAgGroup.com), 651-316-4373; or Megan Asleson, [Megan.Asleson@IDEAgGroup.com](mailto:Megan.Asleson@IDEAgGroup.com), 651-316-4372.

## Third-Party Vendors

If you are using a vendor other than the official vendors listed in this Exhibitor Manual, you must notify Show Management with their company name, work being done, dates of work being done, as well as a Proof of Insurance before they will be allowed to provide any services at Farmfest. Please email that information to [IDEAg@IDEAgGroup.com](mailto:IDEAg@IDEAgGroup.com). If you have any questions regarding this, please call 800-827-8007. If you do not notify Show Management, your third-party vendor is at jeopardy of not being allowed to enter the show grounds.



## On-site/During Show Material Handling

Show Management will provide a complimentary crew to assist moving sold material out of show grounds and/or bringing material into show grounds during show hours.\* Exhibitors wishing to utilize this service should come to the show office near Main and 5th Streets. The crew will meet you at your booth or loading area located near Highway 13 using the East Main Street gate—see the map on [page 7](#) for the specific location. Please allow 15 minutes for service.

\*Material requiring forklift service will only be moved during non-show hours.

## Lot Location

See the show maps on [pages 7–9](#) or at [Farmfest.com](https://www.farmfest.com) for lot location. Show Management, at its sole discretion, reserves the right to relocate exhibits from year to year. Exhibitors who participated in Farmfest the prior year will have lot selection priority, and consideration will be given if lot improvements have been made. Lot locations and/or booth numbers may be changed at any time if Show Management considers it to be in the best interest of Farmfest.

## 10' x 10' Booth Equipment

Each 10' x 10' booth in the ag tents will include an 8' high blue back drape, 3' high blue side dividers, an identification sign, and electricity. Refer to the Electrical Requirements section on [page 21](#) for further setup information.

## 10' x 10' Booth Setup Rules

- All displays must fit within the confines of your assigned booth space.
- Display materials should be arranged in such a manner so as not to obstruct sight lines of neighboring exhibitors. The maximum height of 8' is allowed within the back 5' of the booth, with a 4' height restriction imposed on all materials in the remaining space forward to the aisle.

## General Setup Rules and Regulations

All exhibitors must adhere to following booth setup rules and regulations:

- Equipment must be facing toward the street with enough room in-between pieces to allow attendees to walk around and view equipment from all sides.
- Exhibits that include the operations of audio-visual equipment may not operate the equipment in a manner that will disturb other exhibitors. Speakers and sound devices should be positioned to direct sound into the booth and not into the aisle.
- Flashing signs permitted with Show Management approval.
- Exhibitors should conduct sales presentations and product demonstrations in a manner which assures all exhibitor personnel and attendees are within the contracted exhibit space and not encroaching on the aisle or neighboring exhibits.
- Distribution of any literature or promotional item must remain within the confines of the exhibition booth unless written consent is received by Show Management.
- No exhibitor shall assign, sublet, or apportion the whole or any part of the space allocated to them without prior knowledge and consent in writing from Show Management.



**A substantial amount  
of condensation can  
occur overnight.  
You are encouraged  
to cover moisture  
sensitive materials  
with plastic at night.**



Additional Show Rules

- Any configuration not approved by Show Management will be subject to reconfiguration on-site. Show Management reserves the right to change the configuration of any display it deems necessary or it deems is in the best interest of the show. If hired labor is used to reconfigure your display, charges for this labor will be billed to the exhibitor.
- Show Management reserves the right to remove any exhibitor’s representative who performs any act or practice which is annoying or objectionable or, in the sole judgment of Show Management, detracts from the dignity of an individual, another exhibitor, or the sanctity of the show.
- Exhibit space not claimed and occupied by 5:00 p.m., Monday, August 4, 2025 may be canceled or reassigned without refund. If the exhibit is on hand, Show Management reserves the right to assign labor and set up any display that is not in the process of being erected by 7:30 a.m., Tuesday, August 5, 2025. Charges for this labor will be billed to the exhibitor.
- Exhibitors caught breaking down their exhibit prior to the official show close are at risk of forfeiting their booth location for next year’s show.
- No firearms will be allowed on show grounds.

Any disagreements regarding the above guidelines will be dealt with at the sole discretion of Show Management.

Vehicle Passes and Parking

**NOTE:** For the protection of the attendees, your fellow exhibitors, show staff, and planned events, we will be enforcing the show grounds parking/vehicle passes. Exhibitors with an outdoor lot will receive vehicle parking pass(es) based on the square footage of your rented booth space. The grid is listed below.

- Parking passes allow exhibit staff to enter the exhibit area before 7:30 a.m. on show days to drop off exhibit materials at their lot. The show gates will close at 7:30 a.m. on show days; vehicle entry and exit will not be permitted until the gates re-open at show close. Vehicles without parking passes must be off the exhibit area streets by 7:30 a.m. on show days.
- Vehicles that have a parking pass must display the pass at all times during show hours. Vehicles parked on show grounds with a displayed parking pass will not be allowed to move during show hours.
- Any vehicle found parked on a show site street/aisle, in another exhibitor’s lot, or without a parking pass will be towed from the site at the owner’s expense.
- Vehicle passes are at exhibitor check-in for pick up. Similar to the exhibitor wristbands, you will be asked to sign out your parking passes.

Outdoor Lots and Parking Passes

1,250–2,500 sq. ft.	1 parking pass
2,501–5,000 sq. ft.	2 parking passes
5,001–7,500 sq. ft.	3 parking passes
7,500+ sq. ft.	4 parking passes



Move-Out Procedures

Exhibitors that are in the Ag Tents must be moved out by the end of the day on Thursday, August 7, 2025. See the 10'x 10' Move-Out Rules (page 19) and the Outbound Shipping section (page 19) for instructions on how to move out and handle freight at show close.

All equipment and displays, including seed row signage, must be removed by **Tuesday, August 12, 2025**. If any exhibit cannot be removed by that date, special arrangements must be made with Show Management prior to Friday, August 8, 2025. Storage and removal charges will be the sole responsibility of the exhibitor if equipment and displays are left at the show site after Tuesday, August 12, 2025. See Forklift section on page 15 for details on usage and charges associated with forklifting services.

Please direct questions to one of our Operations Managers: Taylor Anderson, [Taylor.Anderson@IDEAgGroup.com](mailto:Taylor.Anderson@IDEAgGroup.com), 651-316-4373; or Megan Asleson, [Megan.Asleson@IDEAgGroup.com](mailto:Megan.Asleson@IDEAgGroup.com), 651-316-4372.

How to Reserve Your Forklift for Move-Out

- Priority move-out will be given to exhibitors who submit the forklift form and payment by **Wednesday, July 23, 2025**. You will be put on the list as the form is received. Complete and return form on page 30 to sign up for forklifting service.
- Orders will be prioritized by the time stamp on emailed orders. Mailed forklift orders will be given a time stamp of 8:30 a.m. the day after they arrive at the IDEAg office.
- Exhibitors who require forklifting service during Thursday's move-out still need to stop at the show site office during the show to confirm you need forklift services. Show site staff will be available at the show office to take exhibitor forklift requests starting a half hour before the show opens to a half hour after show closing.
- If an exhibitor requests Thursday move-out service and no longer needs assistance, they must inform the show office as a courtesy.
- If an exhibitor requests Thursday move-out forklifting and is not ready to load when the forklift comes to their lot, the forklift will move on to the next exhibitor and come back when the exhibitor is ready.

Complete and return form on page 30 to sign up for forklifting service.

MOVE-OUT TIMES

<b>Thursday, August 7</b> Thursday's schedule is based on traffic, therefore times can vary.	4:00 p.m.–4:30 p.m.	<b>Exit only.</b> No vehicles will be allowed to enter the show site.*
	4:30 p.m.–5:00 p.m.	Only small vehicles will be allowed to enter the show site for load-out.
	5:00 p.m.–Dusk	<b>Forklifting begins.</b> Large vehicles and trailers will be allowed to enter the show site.*
<b>Friday, August 8</b>	8:00 a.m.–6:00 p.m.	Forklifting available.
<b>Saturday, August 9</b>	8:00 a.m.–Noon	Forklifting available.
<b>Monday, August 11</b>	8:00 a.m.–5:00 p.m.	Forklifting available.
<b>Tuesday, August 12</b>	8:00 a.m.–5:00 p.m.	Forklifting available.

\*All vehicles will enter the show site through the East Main Street Gate and exit from the West Main Street Gate. No parking is allowed on Main Street. We will stage large vehicles and trailers in the parking area east of County Road 13 (near the East Main Gate Entrance). Vehicles will be allowed access into the show site by order of arrival.

If you require forklift service for any time other than the available times, you must arrange your own forklift.



## 10' x 10' Booth Move-Out Rules

- 10' x 10' booths caught dismantling their booth prior to show close are in jeopardy of forfeiting their booth location for next year's show.
- The ag tents, as well as decorator items such as tables, chairs, etc., will be taken down Thursday night. Therefore, all 10' x 10' displays must be dismantled at the close of the show.
- Show materials that are being picked up by a carrier should be packed and the bill of lading delivered to the show office before exhibitor staff leave the show site on Thursday.

## Outbound Shipping

To ensure that your exhibit material is returned safely, please follow these steps:

- Set up your shipping carrier in advance. It is the responsibility of the exhibitor to secure the shipping labels and bills of lading from their carrier.
- Pack and label entire shipment.
- After packing and labeling, and before leaving the show grounds, bring your completed bills of lading to the exhibitor service desk/show office. Show Management must confirm receipt and accuracy of information.

Show Management will move shipments from exhibitors' booth onto the outbound carrier.

**Please note:** Commercial carriers will NOT pick-up uncrated shipments. Exhibit material must be crated or palletized for shipment.

Show Management reserves the right to refuse handling of shipments incorrectly packaged or labeled.

## General Conditions

- Show Management is not responsible for concealed damages or loss of exhibit material left in the exhibit booth for shipment at the close of the event.
- Show Management is not responsible for exhibit materials after they have been rendered to the common carrier.
- Payments must be received prior to services being rendered. Credit Card payments can be made at the show office during the show days. Unless prior arrangements have been made with Show Management, any services not paid for will result in denial of further service.

## Request to Dig

Exhibitors who plan to remove topsoil or dig below the surface level within their exhibit site must request permission prior to doing so. The Request to Dig/Excavate Form on [page 29](#) must be completed and submitted by **July 11, 2025**, for consideration.

## Damage to the Grounds or Lots

Exhibitors are required to return their exhibit site to its original condition when the exhibitor chooses not to continue its display. This includes the removal of concrete, buildings, waste materials, herbicides, and any other material placed there by the exhibitor. Post holes dug by exhibitors also must be refilled by the exhibitor.

The exhibitor assumes complete responsibility and liability for all loss, damage, or destruction of the property site used by the exhibitor, or brought onto the site in his behalf. This includes costs incurred by Show Management to return the site back to its original state.



## Sales Taxes

All applicable taxes and license fees due from sales at Farmfest will be the sole responsibility of the exhibitor. Please fill out the enclosed MINNESOTA DEPARTMENT OF REVENUE OPERATOR CERTIFICATE OF COMPLIANCE FORM (pages 57–58) and return it to Show Management via fax at 847-483-1379 by **July 25, 2025**.

## Insurance and Indemnification

Company shall secure and maintain, at its expense, at all times during the Event, the following insurance with limits no less than listed below: (a) Workers compensation and employer's liability insurance in accordance with the laws of the State where the Event is located; (b) comprehensive general liability insurance for personal injury, contractual liability, and operation of mobile equipment, and products liability; (c) automobile liability insurance; and (d) sufficient insurance to protect the Company's personal property and the property of its employees, representatives, agents, servants, contractors, guests, licensees and invitees at the Event.

- **Class 1 Exhibitor (Exhibitors with a 10' x 10' booth that do not exhibit equipment or chemicals):**

General Liability—\$1,000,000 each occurrence and \$2,000,000 each occurrence

Automobile Liability—\$500,000 each occurrence

- **Class 2 Exhibitor (All other exhibitors):**

General Liability—\$1,000,000 each occurrence and \$2,000,000 each occurrence

Automobile Liability—\$1,000,000 each occurrence

Umbrella Liability—\$1,000,000 each occurrence

All such insurance shall be primary and shall name IDEAg and its owners, subsidiaries and affiliates and the Event facility owner and manager as additional insureds. All coverage shall be written on an occurrence basis. IDEAg RESERVES THE RIGHT TO PROHIBIT COMPANY FROM SETTING UP OR OPERATING ITS BOOTH WITHOUT HAVING PROVIDED A CERTIFICATE OF INSURANCE.

Exhibitors are required to submit a copy of their Insurance Certificate to IDEAg Group by **Friday, July 18, 2025**.

Insurance forms can be emailed to IDEAg@IDEAgGroup.com or faxed to 847-483-1379. We have put a sample Class 1 and Class 2 insurance policy on pages 62 and 63 for an outline of the information required on your insurance certificate.

IDEAg Group, LLC. and Minnesota Farmfest assumes no risk by the acceptance of this agreement. The exhibitors expressly release IDEAg Group, LLC. and Minnesota Farmfest from any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of said space by exhibitors and agree to hold and save IDEAg Minnesota Farmfest harmless of and from any loss or damage by reason thereof. It is understood that IDEAg Group, LLC. and Minnesota Farmfest, the Redwood County Historical Society, Redwood County and the Gilfillan Estate, and the legal entities which own, lease and/or operate the site, shall not be responsible or liable for injury to any person or persons, or for loss of, or injury to any person or persons, or for loss of, or damage to, any property belonging to the exhibitor, or any person or persons, while in transit to or from the site, or while on the site, or otherwise.

## Music License Fees

If you choose to play music in your exhibit area, you may be subject to licensing fees by organizations such as the American Society of Composers, Authors and Publishers ([www.ascap.com](http://www.ascap.com)) and/or The Society of European Stage Authors and Composers ([www.sesac.com](http://www.sesac.com)) and/or Broadcast Music Inc. ([www.bmi.com](http://www.bmi.com)). All fees associated with playing, performing, or syncing music will be the sole responsibility of the exhibitor.



## Electrical Requirements

The State Electrical Inspector will inspect all displays using electricity. Please have your exhibit ready for inspection by **3:00 p.m., Monday, August 4, 2025**. If you have any questions about power usage, please call 800-827-8007.

### Indoor/Tent Displays

Power usage is available to all exhibitors in the display tents. Distribution boxes will be located in a central area behind your row of exhibits. It is the responsibility of each exhibitor to distribute power from the distribution box to your exhibit. Please note that some exhibitors may require a cord as long as 30'.

### Outdoor Displays

Exhibitors who have contracted for electricity will be allowed to utilize a single 15 amp outlet. If you have not contracted for electricity, you can do so by calling your salesperson. Anyone using electricity that has not contracted for its use in advance will be assessed a fee of \$150. The orange rectangular boxes on the site diagram on [page 7](#) of this manual indicate distribution boxes.

### Requirements

- Exhibitors are responsible for distributing power from the distribution box to their exhibit lot.
- In accordance with state law, a 12 gauge SO (thick, black case wire) power cord or larger is required to distribute power to your lot.
- We will have an electrician on site to assist in distributing power to your lot, if you are not able to meet the above requirements. Time and material will be the responsibility of each exhibitor if they require assistance from an electrician.
- **A disconnect is required at the end of each power cord coming into each exhibit. Show Management will have disconnects available at no charge. We require a \$110 security deposit to be paid at the show office for the use of a disconnect. The deposit will be returned once the disconnect is returned to our show office at the conclusion of the show.**

### Important

- Cords must be extra hard usage, such as type SO or SOW.
- Cords must not be spliced.
- Cords marked with any type SJ are not acceptable.
- Outlets are 110 volt-15 amp.
- 3-phase power is not available.
- Exhibits requiring 220 volt or higher amperage call 800-827-8007.



## Ride & Drive Demos

Select exhibitors will be able to conduct complimentary Ride & Drive demos within designated demo areas or within their booths. If you are interested in showcasing your product, please fill out the Ride & Drive form on [page 28](#). Ride & Drive demos will be listed in the show program if the form is turned in by **June 6, 2025** and if your product demo is approved by Show Management. If you have any further questions, please contact 800-827-8007.

## Environment

Exhibit space is subject to dust, rain, wind, and other weather-related conditions. Exhibitors assume the risk of inclement weather when contracting for exhibit space. Show Management assumes no responsibility to protect exhibits from the prevailing weather conditions.

## Cancellations

If payments are not made by the respective due dates, Show Management may elect to cancel and reassign exhibit space. If, in the sole judgment of Show Management, the Rules & Regulations of this Exhibitor Manual are not observed, Show Management may suspend your right to exhibit without refund.

## No Animals Allowed

Animals, with the exception of ADA approved service dogs, are not allowed within the fenced exhibit grounds. This does not apply to livestock provided for demonstrations, which will be pre-approved by Show Management. ADA dog must be harnessed or leashed unless doing so interferes with the duty of the dog. A current coggins test is required for all equine. A photocopy of the coggins certificate is required.

## Security

Show Management will provide 24-hour security starting at 5:00 p.m. on Friday, August 2, 2025 through 4:00 p.m., Thursday, August 3, 2025. Additionally, exhibit grounds are fenced and gates are locked during this time; however, this does not imply that Show Management assumes any obligation of duty with respect to the protection of the property of exhibitors, which shall at all times be the sole responsibility of each exhibitor.

## Cleaning

Exhibitors are responsible for cleaning their lot at the conclusion of Farmfest. This includes posts and signs in seed plots. Exhibitors who do not clean their site will be assessed a cleanup fee. Cleanup fees will be assessed based on the extent of work required to clean the lot as determined by Show Management.

## Farmfest Logo

The IDEAg Minnesota Farmfest logo and name is available for use with approval from the IDEAg marketing team. Please contact the Marketing Director, Niki Jones, at 651-316-4370 or [Niki.Jones@IDEAgGroup.com](mailto:Niki.Jones@IDEAgGroup.com), for the logo and identity guidelines. The Marketing Director must review and approval all uses of the Minnesota Farmfest logo prior to production.



# TRANSPORTING OVERSIZED EQUIPMENT ON MINNESOTA ROADS

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The Minnesota State Patrol wants you to be informed about the transportation of oversize equipment on roads in the state. You are responsible for knowing the regulations and obtaining permits for oversize vehicles being transported to and from Farmfest.

Here are a few frequently asked questions from the Minnesota Department of Transportation website:

## **When do I need a permit?**

An oversize and/or overweight permit is required when:

- An overall loaded width exceeds 8'6"
- An overall loaded height exceeds 13'6"
- An overall loaded length exceeds 75'0" on combination vehicles
- An overall loaded length exceeds 45'0" on single vehicles
- When the overall GVW exceeds 80,000 lbs.

## **When am I exempt from getting a permit?**

- When hauling utility poles (over-length only)
- Driving or towing Implements of Husbandry (e.g., farm equipment) at speeds less than 30 miles per hour—no interstate travel is allowed
- Through a Governor's Order or Disaster Relief

Please visit <https://www.revisor.mn.gov/statutes/cite/169.801> for information on MN Husbandry statute 169.8.

Visit <http://www.dot.state.mn.us/cvo/oversize/index.html> to access the Minnesota Oversize and Overweight Permits page of the Minnesota Department of Transportation.

Please check with the Oversized and Overweight Department or the State Patrol if you have any questions before transporting your equipment to avoid citations and delays.

**MN Oversized and Overweight Department:** 651-296-6000, [ofcvopermits.dot@state.mn.us](mailto:ofcvopermits.dot@state.mn.us)

**MN State Patrol:** 651-350-2000



# FOOD & BEVERAGE SERVICE RULES & REGULATIONS

All food and beverage on show grounds must be approved by Show Management unless purchased through one of the preferred vendors. Our exclusive agreements with approved vendors prohibits exhibitors or other show participants from bringing food, beverage, or alcohol onto show grounds; including, but not limited to, private labeled bottled water.

Should you have any questions regarding the above Farmfest 2025 Food and Beverage Service Regulations, please contact Show Management at 800-827-8007 or [IDEAg@IDEAgGroup.com](mailto:IDEAg@IDEAgGroup.com).

## Booth Sampling

Exhibitors/event participants are able to pass out food and/or beverages samples from their booths while adhering to the following guidelines:

- Food samples are restricted to: 2 oz portion.
- Beverage samples are restricted to: 4 oz fluid portion.
- Food and beverage marketing/sampling activities must be conducted within the confines of the exhibitor's booth space.
- A temporary food license may be required if the food sample that is being distributed requires temperature control. You can email [IDEAg@IDEAgGroup.com](mailto:IDEAg@IDEAgGroup.com) with any questions or for further information on how to obtain a temporary food license.
- All food and beverage must be approved by Show Management unless purchased through one of the preferred vendors listed below. The Booth Sampling/Waiver Authorization Form is on [page 32](#).

## Branded Food and Beverage Giveaways

Company branded food and/or beverage items must submit a Booth Sampling/Waiver Authorization Form for approval. In addition, exhibitors must also submit their artwork for Show Management approval by emailing [IDEAg@IDEAgGroup.com](mailto:IDEAg@IDEAgGroup.com) by **July 23, 2025**.

## Alcoholic Beverages

Exhibitor distribution of alcohol is strictly prohibited unless permission is granted in writing by Show Management prior to the show.

## Waiver Authorization Forms

A Booth Sampling/Waiver Authorization Form must be submitted if you are serving food or beverage that is not offered by one of the below vendors or if you are giving away a company-branded item. **Submit forms by July 23, 2025.** The form is on [page 32](#).

### *Community Support*

Some of the food and beverage vendors at our shows are not-for-profit organizations who utilize the opportunity to sell quality food and beverage products to raise money for various fund-raising activities. We support these fund-raising efforts as they help to underwrite a variety of projects throughout the local community.





### On-site Compliance

The County Food Inspectors will be surveying the grounds during the show to ensure that only approved vendors are serving food. No food purchased outside of the approved show vendors will be allowed on the show grounds, unless an approved Booth Sampling Form is on file with Show Management. This includes any items exhibitors may want to grill at the show or purchase outside of the show and bring inside of the gates. Any exhibitor not abiding by the aforementioned rules and regulations will: (1) surrender all food and beverage items not purchased from a contracted show vendor to either the food inspector or to a designated show manager, (2) be subject to the immediate removal of their exhibit from the show, and (3) forfeit any payments for space, sponsorships, etc. to IDEAg Group.

### Approved Food and Beverage Vendors

Below is a list of Food and Beverage Vendors at the show. Please note that if you are providing food in your booth for attendees or staff, other than an approved sample, it must be purchased through one of these vendors. Please contact Show Management at [IDEAg@IDEAgGroup.com](mailto:IDEAg@IDEAgGroup.com) or 800-827-8007 if you have any questions.

Company	Location	Contact Name	Phone
Big Ben's Kettle Corn	Entrance Gate 2	Keith Ben	612-616-8199
Blue Loon Concessions	Ag Tents & Booths C616 & C810	Marc Anderson	612-600-4666
Lingen Dairy Soft Serve	Booth C101S	Josh Lingen	507-530-5959
Minnesota Farm Bureau	Booth C8	Ruth Meirick	651-768-2100
Minnesota State Cattlemen's Association	Booth C513N	Kaitlyn Root	763-479-1011
Minnesota Farmers Union / Pizzeria 201	Booth C509	Gary Wertish	651-639-1223
Miss Becky's BBQ	Booth C127	Becky Henderson	507-276-2074
Roadhouse Bar & Grill	Booth C827	Diane Arends	507-829-2385
Viking Coca Cola	Beverages		



# LODGING & MEETING SPACE

## Lodging

- We suggest you call and make your reservations early.
- No camping will be allowed on the show site. Below is a list of local campgrounds.

### Jackpot Junction Casino Hotel—Official Hotel of Farmfest

39375 County Highway 24  
Morton, MN 56270  
1-800-WIN-CASH



#### Additional Lodging Options

Redwood Lodge	Redwood Falls	507-644-5700
AmericInn	Sleepy Eye	507-312-6036
Quality Inn by Wyndham	Marshall	507-532-3070
Sleep Inn & Suites	Marshall	507-337-0103
Morton Inn	Morton	507-697-6205
Sheep Shedde Inn	Olivia	320-523-5000
Microtel Inn & Suites by Wyndham	Springfield	507-295-0901
Microtel Inn & Suites by Wyndham	New Ulm	507-550-0922
Harmony Inn & Suites	New Ulm	507-359-2400
Best Western Plus	New Ulm	507-359-2941
Holiday Inn Express & Suites	Willmar	320-231-2601
Days Inn by Wyndham	Willmar	320-403-2334

#### Campgrounds

Jackpot Junction Campground	Morton	800-946-0077
Sportsmen's Park Campground	Sleepy Eye	507-794-3731
Ramsey Park Campground	Redwood Falls	507-616-7444
Plum Creek Park	Walnut Grove	507-859-2005
Rothenburg Campground	Springfield	507-723-3517

## Meeting/Event Space

Jackpot Junction Casino Hotel and Dacotah Ridge Golf Club & Wabasha Creek Restaurant are available to Farmfest exhibitors for company gatherings, meetings, or banquets. For additional information on how to book your private meeting space, call 1-800-WIN-CASH.

The Redwood Area Chamber & Tourism's [website](#) is a useful tool for travel information.

Information as of 3/15/2025. IDEAg does not guarantee hotel rate, availability, or condition.



# *Section 2*

FARMFEST FORMS

VENDOR FORMS/  
MEAL CARDS

SAMPLE INSURANCE  
FORMS

MAILING LABELS





# 2025 RIDE & DRIVE DEMO FORM



Select exhibitors will be able to conduct complimentary product demos within designated demo areas of the show. Fill out this form to be considered.

If you are selected to do a Ride & Drive demo on site, Show Management will contact you with the location, times of demos, and set up info.

## You must also agree to the following rules and regulations:

- Promote your Ride & Drive demo within your on-site exhibit booth (promotional materials may not be distributed in the demo area).
- Operate machinery or vehicles within designated demo area only.
- No hospitality (food and beverage) is allowed in the product demo space.
- Ground engagement needs to be approved by Show Management.
- Exhibitors will be responsible for any damage to grounds.

## All product demo exhibitors must:

- Complete the Certificate of Insurance meeting the listed requirements on the sample insurance form on **page 64** in the Exhibitor Manual.
- Complete this form, detailing the type of activity to take place including all safety measures.
- Equipment must be removed out of the demo area after your demos are complete. If you are selected to host multiple demos at different times, you may be required to remove equipment. This will be determined by Show Management on a case-by-case basis.

Please fill out this form to be considered for a complimentary product demo.

Exhibit Company \_\_\_\_\_ Booth Number \_\_\_\_\_

Contact \_\_\_\_\_ Phone \_\_\_\_\_

Product Name \_\_\_\_\_

Product Description \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

What special accommodations to you need to demonstrate your product? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

MINNESOTA  
**FARMFEST**

Return completed form by **FRIDAY, JUNE 6, 2025**

Email: [IDEAg@IDEAgGroup.com](mailto:IDEAg@IDEAgGroup.com)

Fax: 847-483-1379

If you have questions, please call the Farmfest operations team at 800-827-8007.



# 2025 REQUEST FOR PERMISSION TO DIG OR EXCAVATE



Exhibitors who plan to remove topsoil or dig below the surface level within the exhibit site are to submit this permission form before **July 11, 2025** for approval.

Exhibit Company \_\_\_\_\_ Booth Number \_\_\_\_\_

Name of Contact Pre-show \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Name of Contact Person on Farmfest Site \_\_\_\_\_

Planned Dig or Excavate Date \_\_\_\_\_

This information is necessary for exhibitor placement (e.g., around tile drainage, underground utility lines, tree roots, etc.). I understand that I must make arrangements and pay for any work done to my exhibitor lot. I hereby request permission to:

1. Dig to install footings \_\_\_\_\_
2. Dig post holes \_\_\_\_\_
3. Install concrete \_\_\_\_\_
4. Excavate for demonstrations \_\_\_\_\_
5. Other \_\_\_\_\_

I understand that concrete or other objects are to be removed from my lot at Farmfest at my own expense. I understand that any topsoil excavated is to be stored separately from subsoil and is to be replaced at my expense after the close of show.

Signature of Contact Person \_\_\_\_\_

MINNESOTA  
**FARMFEST**

Return completed form by **JUNE 11, 2025**

Email: [IDEAg@IDEAgGroup.com](mailto:IDEAg@IDEAgGroup.com)

Fax: 847-483-1379

If you have questions, please call the Farmfest operations team at 800-827-8007.



# 2025 PRE-SHOW FORKLIFTS, HYDRAULICS & MATERIAL HANDLING



See **page 15** for a breakdown of costs and services.

If forklifting and hydraulic service(s) are not ordered and paid for by **July 23, 2025**, the on-site charge of **\$150** will be applied. All services must be paid for before utilizing. Payments will be taken on-site if needed.

**NOTE:** By submitting this form you are automatically listed on the move-out list; however, **you still need to check in at the on-site show office**, any time during the show, to confirm and/or cancel.

To pre-pay for this service, and to receive priority service, please fill out the following information:

Exhibitor Name \_\_\_\_\_ Booth Number \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Name of Contact Person on Farmfest Site \_\_\_\_\_

## Pre-paid Service

☐ Forklifting (\$100)

☐ On-site material handling (\$50)

☐ Hydraulics (\$100)

## Payment

☐ Credit Card

☐ Check

Company \_\_\_\_\_

CC# \_\_\_\_\_

Exp Date \_\_\_\_\_ Security Code \_\_\_\_\_

Name on Card \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Authorized Signature \_\_\_\_\_

MINNESOTA  
**FARMFEST**

Return completed form by **JULY 23, 2025**

Make check payable to IDEAg Group, LLC.

Mail to: IDEAg Group, LLC – FFST, 3080 Eagandale Place, Eagan, MN 55121

Email: IDEAg@IDEAgGroup.com

Fax: 847-483-1379

OFFICE USE ONLY.

Date Received \_\_\_\_\_



# 2025 EXHIBITOR WRISTBAND ORDER FORM



Each exhibiting company will be given a daily allotment of wristbands. Each show day will have a corresponding wristband. Wristbands need to be worn in order to enter the show grounds. If you require additional wristbands, you can purchase them in advance of the show. Deadline to submit the additional exhibitor wristband order form is **July 23, 2025**.

The allotment of wristbands is based on booth size:

Indoor Booths*		Outdoor Booths	
10' wide x 10' deep	4 wristbands per day	25' wide x 50' deep	5 wristbands per day
10' wide x 20' deep	6 wristbands per day	50' wide x 50' deep	6 wristbands per day
10' wide x 30' deep	8 wristbands per day	50' wide x 75' deep	7 wristbands per day
20' wide x 20' deep	10 wristbands per day	50' wide x 100' deep	7 wristbands per day
20' wide x 30' deep	10 wristbands per day	Seed Plot & Lot	
		60' x 130' plot	14 wristbands per day

\*Each additional 10' x 10' booth, or 100 sq. ft., will receive 2 additional wristbands per day. Maximum number of wristbands per day is 10.

Exhibitor wristbands can be picked up at the show office during move-in or at Gate 2 during show days.

The wristbands are meant for exhibitor staff working the booth. If you require attendee tickets, please see the Sponsorship Guide where you can order customized tickets for your customers to come see you at the show.

**This form does not need to be completed if you do not need more than the allotted number of wristbands.**

To receive the exhibitor rate of \$6 per wristband per day, please fill out the following information.

Exhibitor Name \_\_\_\_\_ Booth Number \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Name of Contact Person on Farmfest Site \_\_\_\_\_

**Additional Wristbands Needed** (Please indicate the quantity of additional wristbands needed for each day by the day.):

Tuesday \_\_\_\_\_ Wednesday \_\_\_\_\_ Thursday \_\_\_\_\_

**Payment** ☐ Credit Card ☐ Check

Company \_\_\_\_\_

CC# \_\_\_\_\_ Exp Date \_\_\_\_\_ Security Code \_\_\_\_\_

Name on Card \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Authorized Signature \_\_\_\_\_

MINNESOTA  
**FARMFEST**

Return completed form by **JULY 23, 2025**

Make check payable to IDEAg Group, LLC.

Mail to: IDEAg Group, LLC – FFST, 3080 Eagandale Place, Eagan, MN 55121

Email: IDEAg@IDEAgGroup.com | Fax: 847-483-1379



# 2025 BOOTH SAMPLING/WAIVER AUTHORIZATION FORM



If you plan to pass out food and/or beverage samples from your booth, please complete this form and submit it to Show Management for approval.

## Booth Sampling

Exhibitors/event participants are able to pass out food and/or beverages samples from their booth while adhering to the following guidelines:

- Food samples are restricted to: 2 oz portion.
- Beverage samples are restricted to: 4 oz fluid portion.
- Food and beverage marketing/sampling activities must be conducted within the confines of the exhibitor's booth space.
- A temporary food license may be required if the food sample that is being distributed requires temperature control. You can email [IDEAg@IDEAgGroup.com](mailto:IDEAg@IDEAgGroup.com) with any questions or for further information on how to obtain a temporary food license.
- All food and beverage must be approved by Show Management unless purchased through one of the preferred vendors listed in the manual.

## Branded Food and Beverage Giveaways

In addition to receiving Show Management's approval on your food and/or beverage samples, exhibitors must also submit their branded artwork for Show Management approval by emailing [IDEAg@IDEAgGroup.com](mailto:IDEAg@IDEAgGroup.com) by **July 23, 2025**.

Exhibitor Name \_\_\_\_\_ Booth Number \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Contact \_\_\_\_\_

Name of Contact Person on Farmfest Site \_\_\_\_\_

Planned Move-In Date \_\_\_\_\_

Description of item you plan to pass out, include item and size \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Exhibitor acknowledges they have sole responsibility for the use, sale, servicing or other disposition of the food and/or beverages in compliance with all applicable laws. Exhibitor agrees to indemnify and hold harmless IDEAg Group, LLC and its affiliates from all liabilities, damages, losses, costs or expenses incurred directly or indirectly by IDEAg Group, LLC and/or its affiliates from the use, sale, servicing or other disposition of any such items.

Signature \_\_\_\_\_



**Return completed form by JULY 23, 2025**

Email: [IDEAg@IDEAgGroup.com](mailto:IDEAg@IDEAgGroup.com)

Fax: 847-483-1379

If you have questions, please call the Farmfest operations team at 800-827-8007.



# OFFICIAL VENDORS & SUPPLIERS

<b>Booth Furnishings</b> <i>Order form on page 37–46</i>	<b>ABC Rentals</b> 3009 S. Phillips Ave. Sioux Falls, SD 57105 605-332-4222	Exhibitors desiring to rent booth furniture or accessories may order these from ABC Rentals at the prices specified on the order form. No furniture is included in the rental of lot space. <b>Deadline: July 28, 2025</b>
<b>Golf Carts</b>	<b>NB Golf Car</b> 27140 Park Lane Dr. Sioux Falls, SD 57106 Toby Bertsch, 605-275-4653	Golf carts are provided on a first come, first serve basis. Please call to reserve your cart. <b>No outside carts allowed.</b>
<b>Gravel/Ground Prep</b> <i>Flyer on page 34</i>	<b>Gary Kerkhoff Construction</b> 507-249-3170	Call for a quote.
<b>Ice</b> <i>Flyer on page 35</i>	<b>The Market (formerly Tersteeg's)</b> Sharon, 507-637-8332 spohlen@mymarketstores.com	
<b>Lawn Mowing</b>	Order on site at show office or call ahead at 507-249-2222	The entire show site will be mowed on Friday, July 25. Exhibitors may request an additional mowing of their lot prior to moving in. Mowing requests can be done on-site at the show office or call ahead at 507-249-2222.
<b>Pressure Washing</b> <i>Flyer on page 53</i>	<b>Holsinger Pressure Washing</b> Amanda Holsinger, 814-404-5109 Jason Holsinger, 814-762-6912 HolsingerWashing@gmail.com	Mobile pressure washing will be available Friday, August 1, 2025 to Tuesday, August 5, 2025. <b>Deadline: July 29, 2025</b>
<b>Shavings and Landscaping</b> <i>Order forms on pages 54–56</i>	<b>Sunrise Gardening, LLP</b> 26571 500th Ave., Comfrey, MN 56019 Paul & Amy Therkilsen. 507-327-5374 farmfestlandscape@yahoo.com	<b>Deadline: July 18, 2025</b>
<b>Tent Rental</b> <i>Order forms on pages 47–52</i>	<b>Lincoln Tent</b> 3900 Cornhusker Hwy., Ste. 1 Lincoln, NE 68504 800-567-4559, 402-467-4907 (fax)	When ordering your tent, make sure the tent and support stakes do not exceed the boundaries of your lot. <b>Deadline: July 9, 2025</b>
<b>Toilet Rental</b> <i>Flyer on page 34</i>	<b>Vosika Portable Toilet Service</b> PO Box 141, Olivia, MN 56277 320-523-2309	Call to reserve. <b>Deadline: July 10, 2025</b>
<b>Water Cooler Rental</b> <i>Order form on page 36</i>	<b>Johanneck Water Conditioning, Inc.</b> 1450 East Bridge St. Redwood Falls, MN 56283 Admin@ecowaternow.com 507-644-5436	



# GARY KERKHOFF CONSTRUCTION

**No job is too small!** Services available for your lot:

■ Bobcat      ■ Bulldozer      ■ Backhoe      ■ Payloader

We also offer trucking of gravel, granite, decorative rock, and black dirt.

**Call Gary for a quote!**

Shop: 507-249-3170

**Deadline: ASAP**



---

## VOSIKA PORTABLE TOILET SERVICE

### Portable Toilet Rental

Vosika Portable Toilet Service will provide a lockable portable toilet for your exhibit lot during Farmfest.

**Please contact:**

Vosika Portable Toilet Service  
P.O. Box 141  
Olivia, MN 56277  
Phone: 320-523-2309

**Deadline: July 10, 2025**





# Got Ice?

Ice delivery right to  
your booth during Farmfest

Place your order in advance with Sharon  
by calling 507.637.8332 or sending an email  
to [spohlen@mymarketstores.com](mailto:spohlen@mymarketstores.com)

Block

5lb Cubes

20lb Cubes

Let us know if we can assist you with any other needs  
to make Farmfest successful for you!





**Johanneck Water Conditioning, Inc.**  
**1450 East Bridge Street, Redwood Falls MN 56283**  
**admin@ecowaternow.com • 507-644-5436**

Johanneck Water Conditioning, Inc. (JWCI) is the authorized bottled water supplier for Farmfest. We offer cooler rentals, cups, and dispensers, as well as our exceptional bottled water, bottled in our New Ulm bottling plant!

Water Cooler Rental (3 Days)	\$30.00 + tax
Water (5 Gallon Bottles)	\$7.00 each
5-Oz Flat Cups (100/Sleeve)	\$18.00 + tax per sleeve

JWCI offers **PICK UP ONLY** of rental coolers, water, etc. Our Redwood Falls office is open **8am - 4pm Monday - Friday**. Please return this form at least a day before your intended pickup time so we can make sure to have everything ready. Coolers, bottles, and unused cups can be returned Friday, August 8th. If returning them to the office is impossible, please make other arrangements with the office. Please **DO NOT** return items to the EcoWater booth at FarmFest.

**Thank you for your business!**

---

Company Name	_____	Booth #	_____	<b>PICKUP DATE</b>	_____
Billing Address	_____	City	_____	State	_____ Zip
Billing Contact	_____	Email	_____	Phone #	_____
Show Contact	_____	Email	_____	Phone #	_____
# of Coolers	_____	Cup Dispenser (y/n)	_____	# of Bottles	_____ # of Sleeves of Cups

---

Credit Card Authorization	
<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> AmEx	
Card Number _____	
Expiration Date _____	CVV Number _____
Authorized Signature _____	

Direct Payment (ACH) Authorization	
Name of Financial Institution _____	
Routing Number _____	
Account Number _____	<input type="checkbox"/> Checking or <input type="checkbox"/> Savings
Authorized Signature _____	

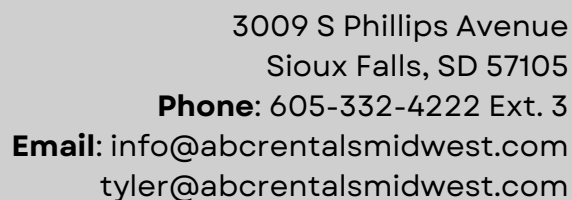
**\*\*\*ONLINE PAYMENTS ALSO AVAILABLE, PLEASE ASK FOR DETAILS\*\*\***

**NOTE:** We require this form to be filled out, including bank or credit card information, **before any equipment will be released**. Please email it to **admin@ecowaternow.com** or mail/drop off at **1450 East Bridge Street, Redwood Falls MN 56283**.

Rent, cups and water will all be charged at the end of the show once we have a final total. Unopened bottles and cups will not be charged, as long as tamper-proof seal on bottles has not been removed, and cups have not been opened or damaged. Any missing bottles will be charged out at \$19.00 each; missing coolers at \$325.00 (damage cost would be assessed by case).

**CAUTION: If you run out of water, please make sure to unplug the water cooler. Operating a cooler with no water runs the risk of burning out the compressor.**





**Event Name:** \_\_\_\_\_

**Event Date:**

Company Name:

Billing Contact:

Mailing Address:

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

On Site Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Booth #:

*The price of all booth furnishings reflect delivery and set up to your booth. Please clear all of your items from the booth immediately at the conclusion of the show. All prices are for the duration of the show and not per day.*

Special Requests:

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# STANDARD BOOTH FURNITURE

Black Folding Chair



Black Padded Folding Chair



Pub Table & Spandex option



Bar Stool



Bar Stool with back



Standard & Tall Skirted Tables





# STANDARD BOOTH FURNITURE

Garbage Cans



TV with Tripod



Pedestal Fan



4' x 8' Stage Platform



Aluminum Easel



Picnic Table







# STANDARD BOOTH FURNITURE

Items Description	Quantity	Adv. \$	Floor \$	Amount \$
4' Table: Non-Skirted		\$35.00	\$45.00	
6' Table: Non-Skirted		\$40.00	\$50.00	
8' Table: Non-Skirted		\$45.00	\$55.00	
Tall 4' Table (42" height): Non-Skirted		\$55.00	\$70.00	
Tall 6' Table (42" height): Non-Skirted		\$60.00	\$75.00	
Tall 8' Table (42" height): Non-Skirted		\$65.00	\$80.00	
4' Table: Skirted (3 sides)		\$60.00	\$75.00	
6' Table: Skirted (3 sides)		\$70.00	\$85.00	
8' Table: Skirted (3 sides)		\$80.00	\$95.00	
Tall 4' Table (42" height): Skirted (3 sides)		\$80.00	\$95.00	
Tall 6' Table (42" height): Skirted (3 sides)		\$90.00	\$105.00	
Tall 8' Table (42" height): Skirted (3 sides)		\$100.00	\$115.00	
30" Round Pub Table (42" tall)		\$40.00	\$55.00	
30" Round Pub Table w/ Spandex (42" tall)		\$60.00	\$85.00	
5' Round Table		\$50.00	\$65.00	
5' Round Table w/ Linen		\$70.00	\$95.00	
6' Plastic Picnic Table		\$65.00	\$85.00	
4th side of Table Skirted		\$20.00	\$35.00	
Extra Linen		\$30.00	\$45.00	

## TABLE SKIRT COLORS

- ☐ Gold
 ☐ Royal Blue
 ☐ Burgundy
 ☐ Red
 ☐ Lime Green  
☐ Black
 ☐ Silver
 ☐ Hunter Green
 ☐ White (indoor shows only)

## PLEASE CHOOSE ONE COLOR

All tables, unless specified, are 30 inches tall.  
 All spandex and linens are black.  
 Skirted tables come with a white linen and  
 colored skirt of your choice (see options above).

Page Sub-Total	\$
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# STANDARD BOOTH FURNITURE

Item Description	Quantity	Adv. \$	Floor \$	Amount \$
Black Folding Chair		\$15.00	\$20.00	
Black Padded Folding Chair		\$20.00	\$30.00	
Bar Stool (No Back)		\$25.00	\$35.00	
Bar Stool w/ Back		\$35.00	\$45.00	

10 Gallon Garbage Can		\$10.00	\$20.00	
30 Gallon Garbage Can		\$25.00	\$35.00	
Aluminum Easel		\$15.00	\$25.00	
Pedestal Fan		\$120.00	\$180.00	
4' x 8' Stage Platform		\$175.00	\$225.00	
Flag Pole (15' tall)		\$120.00	\$180.00	

55" Smart TV		\$300	\$400	
TV Tripod		\$50.00	\$100.00	
HDMI Cord		\$15.00	\$30.00	
Power Strip		\$15.00	\$25.00	
15' Extension Cord		\$20.00	\$30.00	

<b>8' Tall Backdrop</b>	<b>\$7.00 PER RUNNING FOOT</b>
-------------------------	--------------------------------

Feet Required: \_\_\_\_\_

## BACKDROP COLOR OPTIONS (Please choose one):

☐ Black ☐ Blue ☐ Red ☐ Silver

Black Folding Chair has a weight limit of 275.  
 Black Padded Folding Chair has a weight limit of 300.  
 Bar Stool (No Back) has a weight limit of 300.  
 Bar Stool w/ Back has a weight limit of 350.  
 Stage height is 16" tall.

<b>Page Sub-Total</b>	<b>\$</b>
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## RENTAL CARPET

Item Description	Quantity	Adv. \$	Floor \$	Amount \$
9' x 10' Carpet		\$105.00	\$140.00	
9' x 20' Carpet		\$160.00	\$195.00	
9' x 30' Carpet		\$220.00	\$280.00	
9' x 40' Carpet		\$300.00	\$355.00	
9' x 50' Carpet		\$375.00	\$435.00	

### CARPET COLOR OPTIONS (please choose one):

☐ Blue    ☐ Red    ☐ Black

## CARPET PADDING

*Indoor shows ONLY!*

Item Description	Quantity	Adv. \$	Floor \$	Amount \$
9' x 10' Carpet Padding		\$55.00	\$70.00	
9' x 20' Carpet Padding		\$110.00	\$140.00	
9' x 30' Carpet Padding		\$165.00	\$210.00	
9' x 40' Carpet Padding		\$220.00	\$280.00	
9' x 50' Carpet Padding		\$275.00	\$350.00	

*All orders cancelled after installation of rental carpet will be charged 100%. REMINDER - please be sure to indicate your carpet choice. If you do not choose a color, ABC Rentals Special Events will choose what is available. Front edge of carpet is taped (indoors) or nailed (outdoors) to hold it down.*

<b>Page Sub-Total</b>	<b>\$</b>
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## PREMIUM BOOTH FURNITURE



Leather Loveseat



Leather Couch



White Leather Chair



End Table



Coffee Table



Blue Accent Chair



Brown Accent Chair



## PREMIUM BOOTH FURNITURE

Wicker Patio End Table



Wicker Patio Swivel Chair



Wicker Patio Couch



Black Leather Bar Chair



Banquet Chair



Popcorn Machine



Popcorn Packet





# PREMIUM BOOTH FURNITURE

Items Description	Quantity	Adv. \$	Floor \$	Amount \$
Black Leather Loveseat		\$240.00	\$340.00	
Black Leather Couch		\$360.00	\$460.00	
White Leather Chair		\$100.00	\$200.00	
White Leather Loveseat		\$240.00	\$340.00	
White Leather Couch		\$360.00	\$460.00	
Coffee Table		\$60.00	\$90.00	
End Table		\$45.00	\$75.00	
Wicker Swivel Patio Chair		\$160.00	\$260.00	
Wicker Patio Couch		\$400.00	\$500.00	
Wicker Patio End Table		\$45.00	\$75.00	
Black Leather Bar Chair		\$75.00	\$100.00	
Banquet Chair		\$35.00	\$55.00	
Blue Accent Chair		\$200.00	\$300.00	
Brown Accent Chair		\$200.00	\$300.00	
Popcorn Machine		\$200.00	\$300.00	
Popcorn Packet (8 servings)		\$2.95	-	

*Certain premium booth furniture is limited and for indoor show use only. White and black leather furniture may come in modular pieces.  
Banquet Chair has a weight limit of 600.*

<b>Page Sub-Total</b>	<b>\$</b>
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3009 S Phillips Avenue  
Sioux Falls, SD 57105  
**Phone:** 605-332-4222 Ext. 3  
**Email:** info@abcrentalsmidwest.com  
tyler@abcrentalsmidwest.com

## PAYMENT TERMS & POLICIES

### METHOD OF PAYMENT:

Company Check ☐ Credit Card ☐

### CREDIT CARD AUTHORIZATION:

Type of Card: VISA ☐ MasterCard ☐ Discover ☐ AMEX ☐

SIGNED BY: \_\_\_\_\_

Card Holder Name: \_\_\_\_\_

Card # \_\_\_\_\_

Expiration Date: \_\_\_\_\_ CVV : \_\_\_\_\_ Billing Zip: \_\_\_\_\_

***Tax Rates: MN = 6.875%, SD = 6.2%, IA = 7%***

Sub Total: \_\_\_\_\_

TAX: \_\_\_\_\_

TOTAL: \_\_\_\_\_

## PAYMENT TERMS & POLICIES

All exhibit orders are due 7 days prior to the start of the show to receive the advanced discounted price. Payment is due at that time. ABC Rentals Special Events accepts personal and company checks, VISA, MasterCard, Discover, and AMEX cards. All orders received after the deadline date will be charged floor pricing. All onsite orders must make payment at the time of the order and before the service is rendered. ABC Rentals Special Events cannot guarantee that all items will be available on the floor. Please order in advance to guarantee availability.

*Any problems concerning booth furnishings must be addressed during the show with an ABC Rentals Special Events staff member if possible. If not, you have 7 days after the show's end date to request a refund.*

**Thank you for your business. Please let us know if there is anything more we can do to make your event a success! We look forward to working with you again.**

***-ABC Rentals Special Events Team***





## MINNESOTA FARMFEST

AUGUST 5, 6, & 7, 2025 at **Redwood County, Minnesota**

2025 TENT RENTAL SIZES & PRICES - PAGE 1

### FRAME TENTS

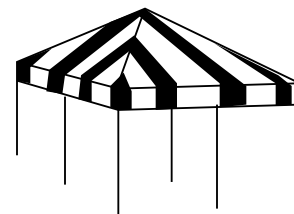
Tents are **not** held based on previous years orders. A reservation is confirmed after paperwork is signed and returned to Lincoln Tent. Prices below pertain to all orders confirmed on available tents prior to July 10th. Any tents ordered after July 10th. will incur a \$100 late charge. Additional charges will be incurred for adhesive removal, custom tents, additional walls, gables, or stakes.

**Be sure to order early, there is a limited supply of each size and style. A 10% non-refundable deposit is due at the time of rental. Balance is due July 10th.** All prices are plus tax. Redwood County's tax rate is 7.375%. A 3% credit card fee is added to all transactions paid by card.

#### FRAME TENTS - No center poles

Bright colored vinyl tops with matching sidewalls.

10 X 10 7FT WALLS .....	\$375.00
10 X 20 7FT WALLS .....	\$546.00
20 X 20 7FT WALLS .....	\$685.00



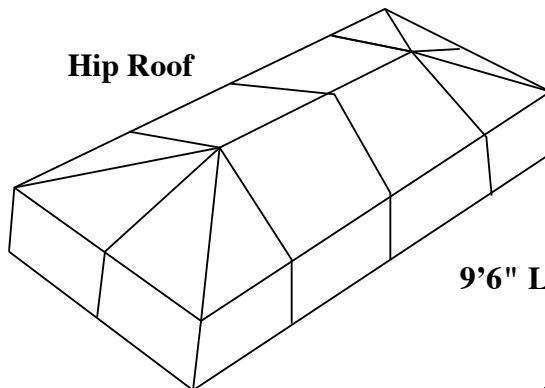
#### UNIQUE FRAME TENTS

A Clear-span Structure with no center poles or guy ropes. This allows you to make maximum use of your lot. The walls zip close from leg to leg to enclose your tent for added convenience and security.

10 X 20 with 7'6" Walls	\$ 718.00
10 X 30 with 7'6" Walls	\$ 803.00
10 X 40 with 7'6" Walls	\$1072.00
10 X 50 with 7'6" Walls	\$1338.00
20 X 20 with 7'6" Walls	\$ 869.00
20 X 30 with 7'6" Walls	\$1096.00
20 X 40 with 7'6" Walls	\$1462.00
20 X 50 with 7'6" Walls	\$1829.00
20 X 60 with 7'6" Walls	\$2194.00
30 X 30 with 7'6" Walls	\$1650.00
30 X 45 with 7'6" Walls	\$2470.00
30 X 60 with 7'6" Walls	\$3290.00

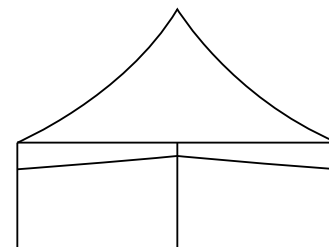
Longer sizes available

**Hip Roof**



**9'6" Legs Available**

**Tension Top**



#### UNIQUE TENSION TOP FRAME TENT

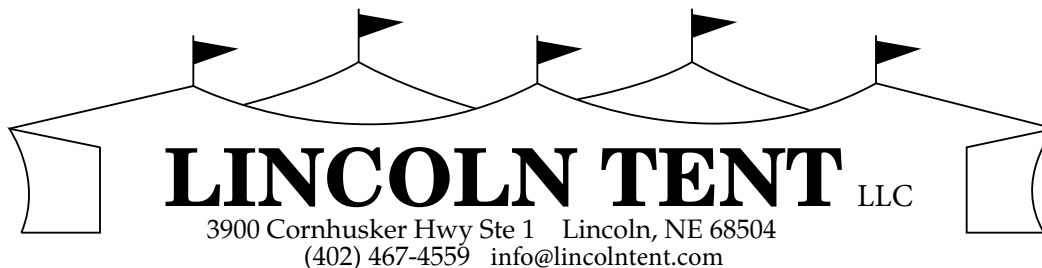
Our newest tent style with a high center peak.

20 X 20 with 7'6" Walls	\$ 869.00
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\* Interior cross cable supports at 7' 6" height

To see photos of our tents visit our website at: [www.lincolntent.com](http://www.lincolntent.com)





## MINNESOTA FARMFEST

AUGUST 5, 6, & 7, 2025 at **Redwood County, Minnesota**

2025 TENT RENTAL SIZES & PRICES - PAGE 2

Tents are **not** held based on previous years orders. A reservation is confirmed after paperwork is signed and returned to Lincoln Tent. Prices below pertain to all orders confirmed on available tents prior to July 10th. Any tents ordered after July 10th. will incur a \$100 late charge. Additional charges will be incurred for adhesive removal, custom tents, additional walls, gables, or stakes. **Be sure to order early, there is a limited supply of each size and style. A 10% non-refundable deposit is due at the time of rental. Balance is due July 10th.** All prices are plus tax. Redwood County's tax rate is 7.375%. A 3% credit card fee is added to all transactions paid by card.

### PREMIUM FESTIVAL TENTS

Festival tents have center poles and guy ropes. They require an additional 5 feet on all sides for staking.

All tents are complete with walls and come in a large variety of colors

12 X 12 - 7FT Walls .....	\$364.00	60 X 60 - 8FT Walls ....	\$3468.00
15 X 15 - 7FT Walls .....	\$475.00	60 X 90 - 8FT Walls ....	\$4776.00
20 X 20 - 7FT Walls .....	\$642.00	60 X 120 - 8FT Walls ....	\$5875.00
20 X 30 - 7FT Walls .....	\$783.00	60 X 150 - 8FT Walls ....	\$7019.00
		60 X 180 - 8FT Walls ....	\$8164.00
20 X 40 - 8FT Walls .....	\$946.00	60 X 210 - 8FT Walls ....	\$9309.00
30 X 30 - 8FT Walls ....	\$1065.00	86 X 86 - 10FT Walls ...	\$8440.00
30 X 50 - 8FT Walls ....	\$1539.00	86 X 115 - 10FT Walls ..	\$11091.00
30 X 70 - 8FT Walls ....	\$1994.00	86 X 140 - 10FT Walls ..	\$12056.00
30 X 90 - 8FT Walls ....	\$2421.00	86 X 165 - 10FT Walls ..	\$14069.00
		86 X 190 - 10FT Walls ..	\$16203.00
40 X 40 - 8FT Walls ....	\$1614.00		
40 X 60 - 8FT Walls ....	\$2187.00		
40 X 80 - 8FT Walls ....	\$2745.00		

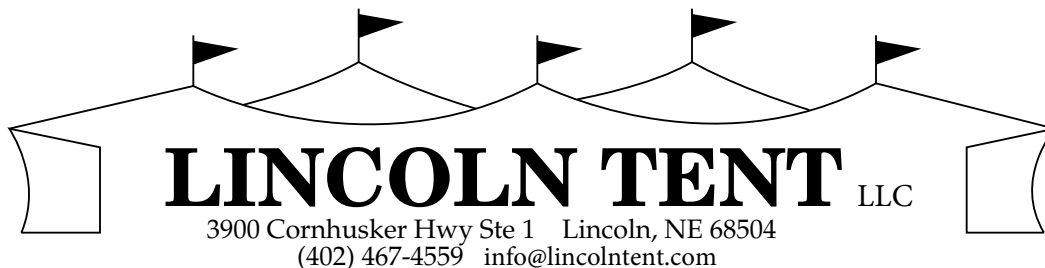
All sizes are approximate.

Other sizes may be available.

To see photos of our tents visit our website at: [www.lincolntent.com](http://www.lincolntent.com)

TENT SUPPLIER FOR			
WORLD PORK EXPO .....	June 4 - 6, 2025	.....	Des Moines, IA
FARMFEST .....	Aug 5 - 7, 2025	.....	Redwood Co., MN
DAKOTAFEST .....	Aug 19 - 21, 2025	.....	Mitchell, SD
NEBRASKA STATE FAIR .....	Aug 22 - Sept 1, 2025	.....	Grand Island, NE
FARM PROGRESS .....	Aug 26 - 28, 2025	.....	Decatur, IL
HUSKER HARVEST DAYS .....	Sept 9 - 11, 2025	.....	Grand Island, NE





## MINNESOTA FARMFEST

AUGUST 5, 6, & 7, 2025 at **Redwood County, Minnesota**

2025 TENT RENTAL SIZES & PRICES - PAGE 3

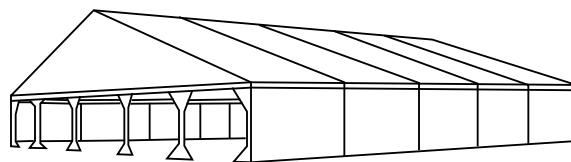
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### LT&A SUPER TENT®

A Clear-Span Structure with no center poles or guy ropes. An ideal exhibit tent, since you do not have to work around interior poles. The LT&A SUPER TENT® also allows you to make maximum use of your lot, since it doesn't require additional area for staking. **Tops are all white.**

30 X 30 ST 8FT Walls ....	\$1846.00	80 X 60 ST 10FT Walls ....	\$9961.00
30 X 45 ST 8FT Walls ....	\$2746.00	80 X 75 ST 10FT Walls ...	\$12451.00
30 X 60 ST 8FT Walls ....	\$3657.00	80 X 90 ST 10FT Walls ...	\$13188.00
40 X 30 ST 8FT Walls ....	\$2456.00	80 X 105 ST 10FT Walls ..	\$15387.00
40 X 45 ST 8FT Walls ....	\$3657.00	80 X 120 ST 10FT Walls ..	\$17584.00
40 X 60 ST 8FT Walls ....	\$4143.00	100 X 90 ST 10FT Walls ..	\$19063.00
40 X 75 ST 8FT Walls ....	\$5180.00	100 X 105 ST 10FT Walls .	\$22238.00
50 X 30 ST 8FT Walls ....	\$3047.00	100 X 120 ST 10FT Walls .	\$25418.00
50 X 45 ST 8FT Walls ....	\$4573.00		
50 X 60 ST 8FT Walls ....	\$4978.00		
50 X 75 ST 8FT Walls ....	\$6224.00		
60 X 30 ST 8FT Walls ....	\$3657.00		
60 X 45 ST 8FT Walls ....	\$5485.00		
60 X 60 ST 8FT Walls ....	\$5976.00		
60 X 75 ST 8FT Walls ....	\$7470.00		
60 X 90 ST 8FT Walls ....	\$8964.00		
60 X 105 ST 8FT Walls ..	\$10456.00		

**132FT (40m) Wide Tents available  
Call for pricing**



### LONGER SIZES AVAILABLE IN ALL WIDTHS

\*\*\*\*\*

CONTACT US FOR QUOTES ON SPECIAL NEEDS SUCH AS:

**LEG FANS  
STAGING**

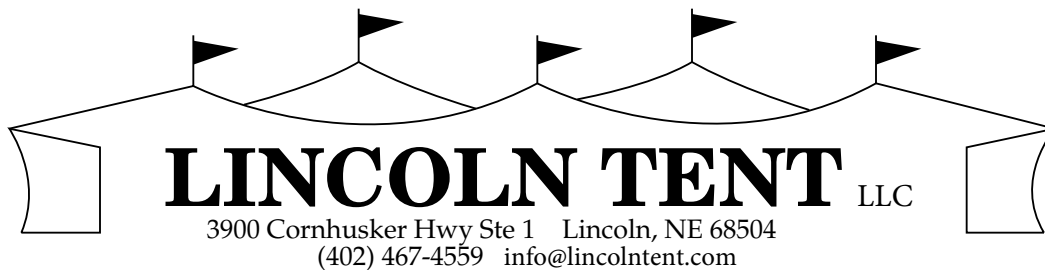
**SPECIALTY BANNERS  
CUSTOM LOGOS ON TENTS**

**SPECIALTY WALLS  
FLAG POLES**

**LEVEL ANY AREA WITH FLOORING & CARPET**

To see photos of our tents visit our web site at: [www.lincolntent.com](http://www.lincolntent.com)





## MINNESOTA FARMFEST

AUGUST 5, 6, & 7, 2025 at **Redwood County, Minnesota**

2025 TENT RENTAL SIZES & PRICES - PAGE 4

Tents are **not** held based on previous years orders. A reservation is confirmed after paperwork is signed and returned to Lincoln Tent. Prices below pertain to all orders confirmed on available tents prior to July 10th. Any tents ordered after July 10th. will incur a \$100 late charge. Additional charges will be incurred for adhesive removal, custom tents, additional walls, gables, or stakes. **Be sure to order early, there is a limited supply of each size and style. A 10% non-refundable deposit is due at the time of rental. Balance is due July 10th.** All prices are plus tax. Redwood County's tax rate is 7.375%. A 3% credit card fee is added to all transactions paid by card.

### QUALITY FESTIVAL TENTS

Festival tents have center poles and guy ropes. They require an additional 5 feet on all sides for staking.

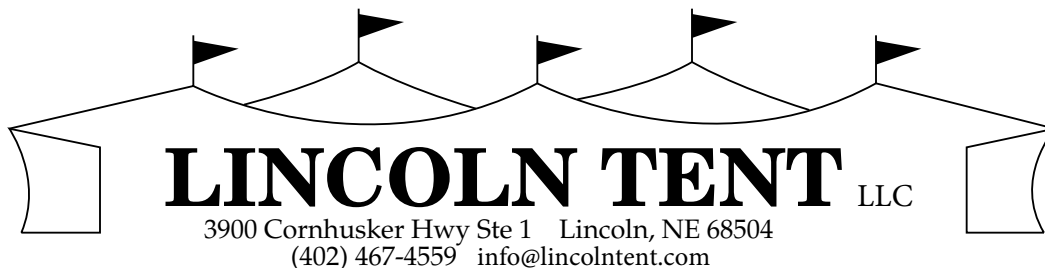
All tents are complete with walls and come in a large variety of colors

12 X 12 - 7FT Walls ..... \$340.00	40 X 40 - 8FT Walls ... \$1263.00
15 X 15 - 7FT Walls ..... \$424.00	40 X 60 - 8FT Walls ... \$1604.00
20 X 20 - 7FT Walls ..... \$561.00	40 X 80 - 8FT Walls .... \$1961.00
20 X 30 - 7FT Walls ..... \$658.00	40 X 100 - 8FT Walls .... \$2366.00
20 X 40 - 8FT Walls ..... \$778.00	60 X 60 - 8FT Walls .... \$2867.00
30 X 30 - 8FT Walls ..... \$898.00	60 X 90 - 8FT Walls .... \$3575.00
30 X 50 - 8FT Walls .... \$1257.00	60 X 120 - 8FT Walls .... \$4285.00
30 X 70 - 8FT Walls .... \$1590.00	60 X 150 - 8FT Walls .... \$4992.00
30 X 90 - 8FT Walls .... \$1933.00	60 X 180 - 8FT Walls .... \$5703.00
All sizes are approximate.	86 X 86 - 10FT Walls ... \$6432.00
	86 X 115 - 10FT Walls ... \$8402.00
	Other sizes may be available.

To see photos of our tents visit our website at: [www.lincolntent.com](http://www.lincolntent.com)

TENT SUPPLIER FOR		
WORLD PORK EXPO .....	June 4 - 6, 2025	..... Des Moines, IA
FARMFEST .....	Aug 5 - 7, 2025	..... Redwood Co., MN
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FARM PROGRESS .....	Aug 26 - 28, 2025	..... Decatur, IL
HUSKER HARVEST DAYS .....	Sept 9 - 11, 2025	..... Grand Island, NE





Company \_\_\_\_\_

Attn: \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

## FARMFEST ORDER FORM

Phone \_\_\_\_\_

E-mail \_\_\_\_\_

### FARMFEST AUG 5-7, 2025

\*Tent Size & Type \_\_\_\_\_ \$ \_\_\_\_\_

Special Needs \_\_\_\_\_ \$ \_\_\_\_\_

\*Tent Size & Type \_\_\_\_\_ \$ \_\_\_\_\_

Special Needs \_\_\_\_\_ \$ \_\_\_\_\_

TAX - REDWOOD COUNTY MN (Current Rate 7.375%) \$ \_\_\_\_\_

**TOTAL** \$ \_\_\_\_\_

On Site Contact Name \_\_\_\_\_ On Site Phone Number \_\_\_\_\_

We mail plot maps for tent location, if you would like your plot map mailed to a different address enter it below.

Lot Number \_\_\_\_\_ Tent Placement on lot \_\_\_\_\_

The Lessee is responsible for all contents of the tent. The Lessee is responsible for all damage to the tent, which is not weather related. All tents should be cleared out directly following the show. Additional charges will be incurred for clearing contents and **removing adhesive or signs**. Balance is due by JULY 10TH. All pricing given out is for tents ordered prior to JULY 10TH and is based on availability at the time of rental. **Tents are on a first come first serve basis only. A 3% credit card fee is added to all transactions paid by card.**

SIGNED BY \_\_\_\_\_

A 10% non-refundable deposit is due with reservation. Balance is due by JULY 10TH





# FARMFEST 2025 TENT PLACEMENT FORM

PHONE # \_\_\_\_\_

ON SITE PHONE # \_\_\_\_\_

ON SITE CONTACT:

1. PLEASE INDICATE ON THE MAP BELOW DESIRED TENT PLACEMENT.

WE WILL ADJUST THE LOCATION IF IT IS TOO CLOSE TO UNDERGROUND LINES.

2. THIS FORM MUST BE RETURNED BEFORE JULY 10TH  
(FORM MUST BE RECEIVED BY JULY 10TH OR TENT PLACEMENT WILL BE OUR CHOICE.)

(FORM MUST BE RECEIVED BY JULY 10TH OR TENT PLACEMENT WILL BE OUR CHOICE.)

3. THERE IS AT LEAST A 50% CHARGE IF WE MUST MOVE YOUR TENT.

4. TENTS MUST BE EMPTIED AT CLOSE OF SHOW, UNLESS OTHER ARRANGEMENTS HAVE BEEN MADE.  
TENTS WILL BE TAKEN DOWN AT CLOSE OF SHOW.

Road NAME

(FRONT OF LOT)

Lot #:

(BACK OF LOT)

Lot #:

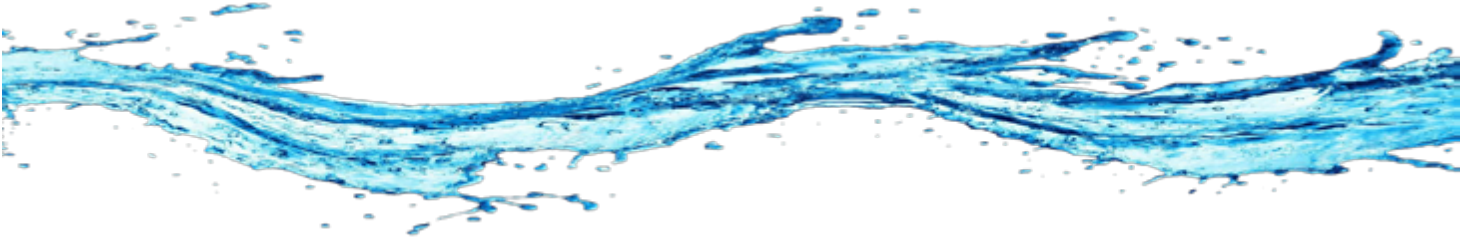


# HOLSINGER PRESSURE WASHING

OFFICE/ SCHEDULING: AMANDA HOLSINGER (814) 404-5109

JASON HOLSINGER (814) 762-6912

HOLSINGERWASHING@GMAIL.COM



OVER 20 YEARS OF EXPERIENCE IN PRESSURE WASHING AND DETAILING SERVICES FOR FARM EQUIPMENT AND BUILDINGS AT TRADE SHOWS. OUR PROFESSIONAL STAFF WILL MAKE SURE THAT YOUR PIECES SHINE FOR YOUR EVENT!

## SERVICES THAT WE OFFER

HIGH PRESSURE HOT WATER WASH WITH COMMERCIAL GRADE SOAP, SOFT BRUSH WITH DAWN

CAB INTERIOR DETAILING: TOP TO BOTTOM INTERIOR WIPE DOWN INCLUDING STREAK FREE WINDOWS AND MIRRORS, PLASTIC REMOVAL, FLOOR SHINE

TIRE AND RIM SHINE

PAINT TOUCH UP

CALL OR EMAIL FOR A QUOTE TODAY! WE DO ASK THAT ALL REQUESTS BE MADE AT LEAST 7 DAYS PRIOR TO SHOW START. DAY REQUESTS FILL UP QUICK, PLEASE SCHEDULE AS SOON AS POSSIBLE IF A CERTAIN DAY OF SERVICE IS NEEDED.



# Sunrise Gardening

49865 County Road 10, Sanborn, MN 56083

Paul & Amy Therkilsen

507-327-5374 (Amy's Cell)

farmfestlandscape@yahoo.com

**Official Landscape Company  
of 2025 Minnesota Farmfest**

**August 5-7, 2025 • Redwood Falls, MN**

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**ORDER DEADLINE IS JULY 15, 2025.** Orders at the show will be fulfilled while supplies last. Any late or special orders will incur additional charges. All late orders will be serviced first come first served after pre-deadline orders have been completed.

## **Bulk Products Delivered to Your Lot:**

We offer free delivery to your booth or lot, free lot mowing if requested for our customers, and free cleanup following the show.

### **Bulk Ground Cover Wood Chips**

- Wood chips are larger and heavier than the wood shavings.
- One (1) cubic yard covers 80 square feet of floor space for an anti-fatigue mat or 100 square feet for appearance.

### **Bulk Shredded Mulch**

- Shredded hardwood mulch
- One (1) cubic yard covers 80 square feet of floor space for an anti-fatigue mat or 100 square feet for appearance.

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## **Pine Wood Shavings**

These are the large shavings, dust free as used in the past years. One (1) bag covers approximately 10' x 10' of floor space. We provide free delivery to your booth or lot and free cleanup following the show.

## **Miscellaneous Products**

Highlight your booth with Flower Planters, Shrubs, Benches, Split Rail Fencing, or other special needs. Contact us for unique ideas for your booth or lot.

Orders will be taken up to show time upon availability of products. Early orders will ensure that you receive the products that you need. As in the past, we deliver to your booth and will pick up the products following the close of the show. If you would like to buy them, please contact us, as we will make arrangements with you prior to the show.

Please contact us prior to the show if you are interested in purchasing any of our products, including the bulk products.

**A \$100.00/hr fee will be charged to clean up any material not supplied by Sunrise Gardening.**



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## Order Form

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Company Name: \_\_\_\_\_ Ph: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Ph: \_\_\_\_\_

Address: \_\_\_\_\_ Cell Ph: \_\_\_\_\_

\_\_\_\_\_ Lot Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Please check the items you are ordering:

☐ Bulk Wood Chips \_\_\_\_\_ cubic yards

☐ Bulk Shredded Mulch \_\_\_\_\_ cubic yards

☐ Pine Wood Shavings \_\_\_\_\_ number of bags

☐ Bench Rentals \_\_\_\_\_ number of benches.

☐ Flowers: \_\_\_\_\_

☐ Shrubs: \_\_\_\_\_

☐ Miscellaneous Products: \_\_\_\_\_

☐ Request for Mowing -- Please fill in arrival date of equipment on the next page of this form so we can mow prior to the equipment arriving.

**Please note:** All additional services & products requested due to inclement weather or others will be billed as an extra fee & will be paid for prior to receiving them at the show.

## Payment Information

We accept check or credit card. Call Amy at 507-327-5374 with credit card information.

The following **COMPANY** or **PERSON** is designated as the party responsible for payment of services:

Company (Individual) Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone # \_\_\_\_\_ Mobile # \_\_\_\_\_

Contact E-Mail Address: \_\_\_\_\_

**Checks are payable to: Sunrise Gardening**  
49865 County Road 10  
Sanborn, MN 56083

**All services paid in full before services rendered.**



# Sunrise Gardening

49865 County Road 10, Sanborn, MN 56083

Paul & Amy Therkilsen

507-327-5374 (Amy's Cell)

farmfestlandscape@yahoo.com

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## Lot/Layout Form

Company Name: \_\_\_\_\_

Contact Name On-site: \_\_\_\_\_

Phone # \_\_\_\_\_ Mobile # \_\_\_\_\_

Emergency Phone # \_\_\_\_\_

Arrival Date of Equipment: \_\_\_\_\_

Arrival Date of Set-Up Crew: \_\_\_\_\_

Please indicate on the area below the placement of chips/mulch, landscaping, and any other items requested. If you have ordered pathways, please indicate the placement on the diagram.

### **PLEASE GIVE NAME OF AJJOINING LOT NUMBER OR STREET NAMES ON THE DIAGRAM**

Tent? ☐ Yes ☐ No

IF YES:

\* Tent Size: \_\_\_\_\_

Tent provided by:

\_\_\_\_\_

\* Spaces with tents: Please provide the exact placement of the tent on the diagram.

Placements: If you have ordered pathways and/or landscaping, is Sunrise Gardening authorized to install these per your diagram prior to the placement of equipment, etc?

☐ Yes ☐ No (\_\_\_\_\_ initial)

If no, please explain. \_\_\_\_\_

Please advise as to the expected date that these can be installed. \_\_\_\_\_

*(Please note: Add-on items at the show will be paid for prior to receiving them at the show.)*

Please indicate at least 2 cross references to your lot below:

Street Name or Adjoining Lot # \_\_\_\_\_

Street Name or Adjoining Lot # \_\_\_\_\_



# Operator Certificate of Compliance

Read the information on the back before completing this certificate. **Person selling at event:** Complete this certificate and give it to the operator/organizer of the event. **Operator/organizer of event:** Keep this certificate for your records.

**Do not send this form to the Department of Revenue.**

<b>Print or Type</b>	Name of Business Selling or Exhibiting at Event		Minnesota Tax ID Number	
	Seller's Complete Address		City	State ZIP Code
	Name of Person or Group Organizing Event			
	Name and Location of Event			
	Date(s) of Event			

<b>Merchandise Sold</b>	Describe the type of merchandise you plan to sell.

<b>Sales Tax Exemption Information</b>	Complete this section if you are not required to have a Minnesota tax ID number.
	<input type="checkbox"/> I am selling only nontaxable items.
	<input type="checkbox"/> I am not making any sales at the event.
	<input type="checkbox"/> I participate in a direct selling plan, selling for _____ (name of company), and the home office or top distributor has a Minnesota tax ID number and remits the sales tax on my behalf. This is
	<input type="checkbox"/> a nonprofit organization that meets the exemption requirements described below:
	<p>_____ Candy sold for fundraising purposes by a nonprofit organization that provides educational and social activities for young people primarily aged 18 and under (MS 297A.70, subd. 13[a][4]).</p> <p>_____ Youth or senior citizen group with fundraising receipts up to \$20,000 per year (\$10,000 or less before January 1, 2015)(MS 297A.70, subd. 13[b][1]).</p> <p>_____ A nonprofit organization that meets all the criteria set forth in MS 297A.70, subd. 14.</p>

<b>Sign Here</b>	<i>I declare that the information on this certificate is true and correct to the best of my knowledge and belief and that I am authorized to sign this form.</i>	
	Signature of Seller	Print Name Here
	Date	Daytime Phone

**PENALTY —** Operators who do not have Form ST19 or a similar written document from sellers can be fined a penalty of \$100 for each seller that is not in compliance for each day of the selling event.

**PLEASE RETURN COMPLETED FORM BY JULY 26, 2025 TO:**

IDEAg Group LLC  
Fax: 847-483-1379 or Email: IDEAg@IDEAgGroup.com



# Information for Sellers and Event Operators

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Operators/organizers of craft, antique, coin, stamp or comic book shows; flea markets; convention exhibit areas; or similar events are required by Minnesota law to get written evidence that persons who do business at the show or event have a valid Minnesota tax ID number.

If a seller is not required to have a Minnesota tax ID number, the seller must give the operator a written statement that items offered for sale are not subject to sales tax.

All operators (including operators of community sponsored events and nonprofit organizations) must obtain written evidence from sellers.

Certain individual sellers are not required to register to collect sales tax if they qualify for the isolated and occasional sales exemption. To qualify, all the following conditions must be met:

- The seller participates in only one event per calendar year that lasts no more than three days;
- The seller makes sales of \$500 or less during the calendar year; and
- The seller provides a written statement to that effect, and includes the seller's name, address and telephone number.

This isolated and occasional sales provision applies to individuals only. It does not apply to businesses.

## Sales Tax Registration

To register for a Minnesota tax ID number, call 651-282-5225.

A registration application (Form ABR) is also available on our website at [www.revenue.state.mn.us](http://www.revenue.state.mn.us).

## Information and Assistance

If you have questions or want fact sheets on specific sales tax topics, call 651-296-6181.

Most sales tax forms and fact sheets are also available on our website at [www.revenue.state.mn.us](http://www.revenue.state.mn.us).

For information related to sellers and event operators, see Fact Sheet #148, *Selling Event Exhibitors and Operators*.

We'll provide information in other formats upon request to persons with disabilities.





## PORK CHOP STAND & CATERING *Service*

WE SPECIALIZE IN MOUTHWATERING PORK CHOPS  
CATERED TO YOUR BOOTH OR CUSTOM-MADE FOOD  
COUPONS TO HAND OUT TO CURRENT & POTENTIAL  
CLIENTS.



**Minnesota**  
Foundation  
for Agriculture

Supported by Minnesota Farm Bureau

### ***PROCEEDS FROM THIS BOOTH...***

- ✓ SUPPORT AG LITERACY
- ✓ SUPPORT 4-H & FFA
- ✓ SUPPORT AG LEADERSHIP PROGRAMMING & PROVIDE SCHOLARSHIPS
- ✓ SUPPORT SEVERAL LIVESTOCK SHOWS YEARLY
- ✓ SUPPORT MENTAL HEALTH AND FARMER WELLNESS PROGRAMMING

***Contact Us***



RUTH MEIRICK  
MN FARM BUREAU  
651 768 2115  
507 383 1400



MINNESOTA  
**FARMFEST**

**BEEF MEAL TICKETS  
ON SALE NOW**

**VENDOR DISCOUNT PROGRAM** ★

★ Full Meal Deal:

Big Beef Sandwich, Chips,  
Beans & Beverage

Vendor Discount Program Price: **\$14.00**

Cash and Carry at Farmfest: **\$15.00**



### **OPTION A:**

Send MSCA your logo, we send you a PDF sheet of tickets to print and distribute as you wish.

### **OPTION B:**

Send MSCA the business card you will be distributing at Farmfest. That business card is a Full Meal Ticket at the MSCA Beef Barn.

*Tickets and business cards will be tallied after the completion of Farmfest and participation vendors are billed the discounted price.*

## **INTERESTED?**

email [mnsca@mnsca.org](mailto:mnsca@mnsca.org) or call 763.479.1011  
and ask us about delivery options!

\*Disclaimer: We are happy to process your credit card payment, but please be aware there is a 3.5% service fee. Other options of payment include check, cash and ACH wire transfer.



# MISS BECKY'S BBQ

Miss Becky's BBQ will be serving up **breakfast items, brisket, pork, strawberry pie**, and many more items!

We will also be offering meal cards for your customers, clients, and visitors. So show how much you appreciate them with a delicious meal from Miss Becky's BBQ!

If you are interested in ordering meal cards, please contact Miss Becky at 507-276-2074.

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**God looked down on His planned paradise and said, "I need a caretaker," so God made a Farmer.**





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
Current Date

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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<b>PRODUCER</b> Your Insurance Company/Agent Address City, State Zip	<b>CONTACT NAME:</b> Agent Name <b>PHONE (A/C, No, Ext):</b> Agent Number <b>E-MAIL ADDRESS:</b> <b>FAX (A/C, No):</b> <b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Your Insurance Company <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>	<b>NAIC #</b>
<b>INSURED</b> Your Company Name Address City, State Zip		

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GENTL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X		Policy Number	Effective Date	Expiration Date	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	X		Policy Number			COMBINED SINGLE LIMIT (Ea accident) \$ 500,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	Policy Number			WC STATUTORY LIMITS E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Describe your business operations

Description of event

Additional insured shall include: IDEAg Group, LLC and owners, subsidiaries and affiliates

The Event Facility Owner and Manager

**CERTIFICATE HOLDER****CANCELLATION**IDEAg Group, LLC  
American Farm Bureau Federation  
3080 Eagandale Place  
Eagan, MN 55121

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE





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<b>PRODUCER</b> Your Insurance Company/Agent Address City, State Zip	<b>CONTACT NAME:</b> Agent Name	
	<b>PHONE (A/C, No, Ext):</b> Agent Number <b>FAX (A/C, No):</b>	
<b>INSURED</b> Your Company Name Address City, State Zip	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
	<b>INSURER A:</b> Your Insurance Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

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	<b>GENERAL LIABILITY</b>						
<input checked="" type="checkbox"/>	COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>		Policy Number	Effective Date	Expiration Date	EACH OCCURRENCE \$ 1,000,000
<input type="checkbox"/>	CLAIMS-MADE <input type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	<b>AUTOMOBILE LIABILITY</b>						
<input checked="" type="checkbox"/>	ANY AUTO	<input checked="" type="checkbox"/>					COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
<input type="checkbox"/>	ALL OWNED AUTOS	<input type="checkbox"/>					BODILY INJURY (Per person) \$
<input type="checkbox"/>	HIRED AUTOS	<input type="checkbox"/>					BODILY INJURY (Per accident) \$
		<input type="checkbox"/>					PROPERTY DAMAGE (Per accident) \$
		<input type="checkbox"/>					\$
							\$
<input checked="" type="checkbox"/>	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$ 1,000,000
<input type="checkbox"/>	<b>EXCESS LIAB</b>	<input type="checkbox"/>					AGGREGATE \$
		<input type="checkbox"/>					\$
	DED RETENTION \$						\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/>	N/A				WC STATUTORY LIMITS OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$ 1,000,000
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							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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Description of event

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The Event Facility Owner and Manager

**CERTIFICATE HOLDER****CANCELLATION**IDEAg Group, LLC  
American Farm Bureau Federation  
3080 Eagandale Place  
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AUTHORIZED REPRESENTATIVE





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<b>INSURED</b> Your Company Name Address City, State Zip	<b>E-MAIL ADDRESS:</b>	
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	<b>INSURER A:</b> Your Insurance Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		
<b>NAIC #</b>		

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS  <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	<input checked="" type="checkbox"/>					COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB  DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Describe your business operations

Description of event

Additional insured shall include: IDEAg Group, LLC and owners, subsidiaries and affiliates

The Event Facility Owner and Manager

## CERTIFICATE HOLDER

IDEAg Group, LLC  
American Farm Bureau Federation  
3080 Eagandale Place  
Eagan, MN 55121

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



## Exhibitor Liability Insurance Program

As a standard requirement for all our show exhibitors, 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 \$2,000,000 aggregate. Insurance Coverage is not optional.

This insurance must be in force during the lease dates of the event, July 28- August 12, 2025 naming IDEAg Group, LLC (3080 Eagandale Place Eagan, MN 55121) as the certificate holder. The following must be named as additional insured: IDEAg Group, LLC and Owners, subsidiaries and affiliates and The Event Facility Owner and Manager, Farmfest Site.

## Rainprotection Insurance Program

If you do not have insurance, or you would rather not use your own insurance, (similar to when you rent a car – so that claims would not be filed against your policy), we have set up a program with Rainprotection Insurance through which, you can purchase compliant insurance instantly online.

### Benefits of using this program:

- No Deductible – unlike your corporate policy, Rainprotection's policy has no deductible. Should there be a claim, you will have no out of pocket costs and your future rates will not go up since you would not need to submit a claim on your policy.
- No Hassles – you will not need to go back and forth with your broker adding additional insureds and making your insurance compliant with show requirements.
- Coverage for exhibitors who do not have an existing policy.
- Coverage for international exhibitors whose insurance will not cover them in the U.S.A.
- Easy and Inexpensive to purchase instantly online.
- Already pre-filled with all the proper show information.
- Submitted to show management for you - Once purchased, they automatically receive a copy.

## Make This Process Simple - Purchase Your Insurance Now and Forget About It

Click the link below to purchase your Liability Insurance for \$99  
(Plus any applicable taxes)

[https://www.totaleventinsurance.com/app/Customer/ExhibitorAnnual.aspx?eid=BtimFvyZurE\\$](https://www.totaleventinsurance.com/app/Customer/ExhibitorAnnual.aspx?eid=BtimFvyZurE$)

**After reading the above information,** if you still decide to use your own insurance, please make it compliant and then submit a copy to:  
[IDEAgOps@IDEAgGroup.com](mailto:IDEAgOps@IDEAgGroup.com)





**DO NOT DELIVER BEFORE JULY 28**

This address does not receive mail delivered by USPS—  
must be UPS or FedEx.

TO: \_\_\_\_\_  
*EXHIBITING COMPANY NAME*

**C/O: IDEAg Farmfest**  
**28366 County Hwy 13**  
**Morgan, MN 56266**

Booth #: \_\_\_\_\_

No. \_\_\_\_\_ of \_\_\_\_\_ PIECES



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Booth #: \_\_\_\_\_

No. \_\_\_\_\_ of \_\_\_\_\_ PIECES

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE. PLACE ONE ON EACH PIECE SHIPPED TO ENSURE  
PROPER DELIVERY. IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.