



2018 Southwest Washington Fair
 Aug. 14th - 19th
 Fair Theme
 "Touch of Country"

Concession Vendor Application

The "Friendly Fair" Since 1909

| Fair Use Only | |
|---------------|--------------------------|
| Date Rec'd | _____ |
| Check | _____ Credit Card _____ |
| App Fee \$ | _____ Booth Fee \$ _____ |
| In | _____ Out _____ |
| Amt. Due \$ | _____ |
| Insurance Yes | _____ No _____ |
| Initials: | _____ |
| Conf. sent | _____ |

Include all of the following items -

- This completed and signed application
- Booth deposit of \$500
- Additional \$30 fee for 220 power (if needed)
- Three recent photos of my booth - NEW vendors only
- Three representative photos of my product – (ALL vendors)
- Proof of insurance – or ___ Check here if your proof of insurance will be coming at a later date. **MUST BE SUBMITTED NO LATER THAN JULY 31st, 2018.**

Company Name: _____

Contact Name: _____

Phone 1: _____ Phone 2: (cell) _____

Address: _____

City: _____ State: _____ Zip: _____

E-mail: _____ Web Site: _____

State Tax ID# (UBI): _____

CONCESSION VENDORS FEES

20% of gross sales less \$500.00 booth deposit minimum

Payment Description: Deposit will be subtracted from balance owed. Balance equals 20% of gross, and will be collected Sunday of Fair. VENDOR will pay a fine of \$500.00 if they leave the fairgrounds Sunday before settling their account.

VENDOR is responsible for any and all electrical costs incurred during the duration of the Fair. The utility fee, to be billed after SWWF, will be based on meter readings or a flat fee of \$90.00, whichever is greater. Special electrical hookups will be charged an extra fee depending on the type of hookup needed.

STANDARD BOOTH PACKAGE: *Includes the following admission and parking tickets*

- Twelve (12) Single Day Admission Passes
- Twelve (12) Single Day Parking Passes (no in and out) or Two (2) Season Parking Passes (in and out privileges)

ADDITIONAL ADMISSION PASSES:

Additional Passes may be purchased. Additional Admission Passes cannot be purchased after opening day.

- One-Day Admission Pass at \$5.00 each Limit Twenty-four (24) TOTAL & Six (6) Single Day Parking Passes. To be used by vendor staff only.

REQUEST drawings, raffles, giveaways, or sampling: Please include detailed information of what you would like to do:

Approval of drawing, raffle, giveaway or sampling will be granted in vendor contract.



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PRODUCT TYPE: ___ Food ___ Direct Selling of Product ___ Take lead/orders ___ informational ___

List Products & Please attach photo or detailed drawing of booth set-up including door locations and awning dimensions, menus, brochures and/or samples. All items sent with application become property of the Fair and will not be returned.

| | |
|--|--|
| | |
| | |

REFERNECES:

| | |
|------------|-------------------------|
| Show Name: | Show Contact & Phone #: |
| Show Name: | Show Contact & Phone #: |

Fee Breakdown

Booth Fee: \$500 Deposit \$ _____
 Additional tickets: Qty. (24 max) ___ x \$5.00: \$ _____
 Season Parking Pass: Qty. (6 max) ___ x \$15.00: \$ _____
 Trailer Camping w/utilities Qty. ___ x \$130.00 \$ _____
 Trailer Camping no/utilities Qty. ___ x \$102.00 \$ _____
 Mailing Passes? (\$10.00 fee if passes are to be mailed) \$ _____
 Total Due to SWWF \$ _____

Payment Information

Payment Method:

Make checks payable to: Southwest Washington Fair, 2555 North National Avenue, Chehalis, WA 98532

___ Visa ___ Master Card

CC# _____ CID# _____ (last 3 # on back)

Exp. Date: _____ Street Address # for card _____ Zip Code _____

I hereby authorize the applicable charges to my account for the above described charges.

Signature Required: _____ **Date:** _____

Please note that we now mail your packet only if you choose to have it mailed. Otherwise the pick-up time is the only time listed below.

\$10 Fee, Please mail Passes & Vendor Packet! Passes will be mailed starting July 15th

Address: _____ City _____ State _____ Zip _____

I will pick up passes starting the week prior to the fair 9AM – 6PM or Monday the day before Fair 9AM – 9PM

We must have Booth payment in full, signed contract, and insurance certificate on file before distribution of passes or allowing access to your booth.



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By submitting this application, I am agreeing to abide by all rules pertaining to Southwest Washington Fair as outlined in the Vendor Guidelines and Regulations. Receipt of your completed application does not constitute acceptance. Once your application has been accepted a vendor contract will be issued.

_____ (initials) I agree to abide by the rules and regulations stipulated in the actual contract should space be available. The Southwest Washington Fair reserves the right to withhold approval on the basis that the proposed activity would not be in harmony with or in the best interest of promoting and presenting the Southwest Washington Fair

_____ (initials) I will provide insurance in the amount of \$1,000,000.00 (one million dollars) **"Lewis County, Southwest Washington Fair, their officers, directors, agents and employees shall be named as non-contributory, additionally insured."** This must be received in our office no later than July 31st, 2018.

_____ (initials) I will have a valid Lewis County Health permit if needed for the operation of my booth (IF YOU PROVIDE TASTING SAMPLES for public consumption, you will need a health permit). Contact the Lewis County Health Department at (360) 740-1223 or go to <http://lewiscountywa.gov/environmental-health/food-safety-program#tempfoods> and fill out a Temporary Food Establishment Permit Application. Be sure to complete and return this to the health department at least two weeks before the event.

We cannot guarantee a specific booth to a specific vendor. While we will take all requests into consideration, you may not receive the same booth space as previous years. Booth assignment is up to the discretion of the Southwest Washington Fair staff.

If vendors are being disruptive, causing a scene, or showing aggressive behavior towards other vendors and/or Southwest Washington Fair staff, they will be removed from the premises immediately and will not be permitted to participate in future events with the Southwest Washington Fairgrounds.

Signature: _____ Date: _____

Please print name here: _____

Mail or Email this completed application to

Pat.slusher@lewiscountywa.gov or SWWFair@lewiscountywa.gov

Southwest Washington Fair

2555 North National Avenue, Chehalis, WA 98532 Office: 360-740-1495 Fax: 360.740-1478