



2019 Southwest Washington Fair  
 Aug. 13<sup>th</sup> - 18<sup>th</sup>  
 Fair Theme  
 "Happy as a Hen! Come Celebrate 110!"

# Commercial Vendor Application

The "Friendly Fair" Since 1909

Include all of the following items -

- This completed and signed application
- Booth payment
- 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 31<sup>st</sup>, 2019.**

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

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

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

Phone 1: \_\_\_\_\_ Phone 2: (cell) \_\_\_\_\_

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

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

E-mail: \_\_\_\_\_ Web Site: \_\_\_\_\_

State Tax ID# (UBI): \_\_\_\_\_

## BOOTH OPTIONS

### GRANDSTAND HALL

- \_\_\_\_ Grandstand Single - 10'x10' = \$450.00
- \_\_\_\_ Grandstand Single end-cap = \$550.00 IF AVAILABLE
- \_\_\_\_ Grandstand Double - 20'x10' = 750.00

### OUTSIDE

- \_\_\_\_ Outside Single: 10'x10'=\$450.00
- \_\_\_\_ Outside Double: 20'x10'=\$750.00
- \_\_\_\_ Outside Double: 30'x10'=\$950.00
- \_\_\_\_ Outside Double: 40'x10'=\$1,150.00

### EXPO HALL

- \_\_\_\_ Expo Single -10'x10' = \$450.00
- \_\_\_\_ Expo Single end-cap = \$550.00 IF AVAILABLE
- \_\_\_\_ Expo Double - 20'x10' = \$750.00

### OTHER

- \_\_\_\_ Chairs @ \$10 each (6-days)
- \_\_\_\_ 8' Tables @ \$20 each (6-days)
- \_\_\_\_ 220 power @ \$30
- \_\_\_\_ Water Needs (Yes or No)

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

For the **FIRST 10' x 10'** Booth Space

- 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)

For **Each Additional** 10' of booth space

- Six (6) Single Day Admission Passes

### **ADDITIONAL ADMISSION PASSES:**

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

- One-Day Admission Pass: Quantity: \_\_\_\_\_ at \$5.00 each Limit Twelve (12) TOTAL & Six (6) Single Day Parking Passes

**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: \$ \_\_\_\_\_  
 Additional tickets: Qty. (24 max) \_\_\_ x \$5.00: \$ \_\_\_\_\_  
 Season Parking Pass: Qty. (5 max) \_\_\_ x \$15.00: \$ \_\_\_\_\_  
 Trailer Camping w/utilities Qty. \_\_\_ x \$127.00 \$ \_\_\_\_\_  
 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 15<sup>th</sup>**

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 31<sup>st</sup>, 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