



Application for Commercial Exhibit Space

August 23 – September 2, 2019

Business Information

Legal Business Name/DBA Name _____

*Must match name on Certificate of Insurance

Owner/Responsible Party: _____

Address: _____

City: _____ State: _____ ZIP: _____

Primary Phone: _____ Secondary Phone: _____

E-Mail Address: _____ Website: _____

On-Site Manager Name: _____ Phone: _____

*This person will serve as the emergency contact if needed during the Fair

Products/Services

List **ALL** products or services you wish to market/display/sell, and attach another sheet if needed. Brand names must be included if applicable. Broad descriptions such as "toys" are not acceptable. If an item is not listed below, you will not be allowed to sell it in your booth. Once a contract is issued, any changes to this product list must have written approval.

The following items are not allowed to be sold or distributed in any way: knives, swords, firearms (including any realistic toy versions), noisemakers, smoke bombs, tobacco products, laser lights, silly string, shock devices, drug paraphernalia and counterfeit or "knock off" items, or any other items considered inappropriate by the Colorado State Fair.

Space Request

Indoor 10' x 10' 10' x 20' 20' (front) x 10' (deep)

Outdoor 20' x 20' Corner Other: _____

Minimum size is 10' x 10', however; some outdoor areas may have larger minimum requirements. Total square footage requirements must include awnings, tie-downs, overhangs, trailer hitches, and room to operate.

1st choice location: _____ 2nd choice: _____

Utilities

All booths will include one 110v/20a plug. Additional charges may apply for higher voltage/amperage needs.

110 volt 20 Amp 30 Amp

220 volt 50 Amp Other: _____

Type of Business (check all that apply)

- On-site sales Pitch product with microphone Provide literature/information only
 Food or beverage samples Giveaway/Raffle (items must be approved) Other: _____

References/History

Have you previously exhibited at the Colorado State Fair?

- No Yes In which year(s)? _____ Under what business name? _____

Please provide two references from fairs or shows that you have participated in over the last three years

- 1) _____
2) _____

Selection Process

- **Do NOT send payment with this application.** This application is not a guarantee of space.
- The application must be completely filled out, signed, and submitted with photos in order to be reviewed.
- If accepted, a contract will be emailed to you. This email will outline payment schedule, insurance requirements, and other important information.
 - Once a contract has been emailed, you will have 14 business days to reply with a signed copy of the contract and payment for one half the contract total. The remaining balance is due July 1, 2019. Failure to return signed contract, insurance, or payment will result in cancellation of your contract and the booth space will be offered to the next vendor.
- Returning vendors have priority space reservation until February 28, 2019. New vendors will be assigned spaces beginning March 1, 2019.

Signature

By signing this application, you certify that you have read and understand the information in the Commercial Exhibits Manual (available at coloradostatefair.com or by request). Applicant agrees to abide by all Colorado State Fair rules and regulations and, furthermore agrees that "My firm acknowledges the rules and regulations set forth by the Colorado State Fair and that our employees and representatives will at all times observe, perform, and abide by such rules". It is understood that if you cancel, for any reason, the exact damages to the Colorado State Fair Authority would be difficult to ascertain, therefore; all monies paid may be retained by the Fair Authority as liquidated damages.

Authorized Agent:

Name (print): _____ **Signature:** _____ **Date:** _____

Please return fully completed application and photos to devin.vaughn@state.co.us

Devin Vaughn

Commercial Exhibits Director

Colorado State Fair

1001 Beulah Ave, Pueblo, CO 81004

(719) 404-2028