

Vendor Application - Commercial & Non-Profit Booth

SAN JUAN COUNTY FAIR AUGUST 14-17, 2019



Please complete the application form and return with your deposit to:
San Juan County Fair P.O. Box 1094 Friday Harbor, WA 98250
Tel: 360-378-4310 E-mail: adrienneb@sjcfair.org

Business/Booth: _____

Main Contact Name: _____

Mailing Address: _____ **City:** _____

State: _____ **Zip:** _____ **Telephone:** _____

E-mail: _____

UBI or Business Tax ID# (required) _____

SPACE OPTIONS

- Main Building (Indoor) 10' x 10', Space only - **\$360**
- Main Building (Indoor) 10' x 10', with black Pipe & Drape walls - **\$482**
- Outdoor 10' x 10', Space only - **\$200** (Required to have a 10' x 10' tent over space*)
*Please read set-up requirement for tent information
- Outdoor 10' x 10', Space with Canopy rental through SJC Fair - **\$400**
- 6 ft Table & 2 Chair bundle - **\$20** Preferred Booth # _____

Electrical power is available for booths that need it (i.e. outdoor booths for lighting). Vendor is responsible for providing their own extension cord(s). All cords must be in compliance with the International Fire Code. Please help us keep the Fairgrounds safe!

IMPORTANT SET UP REQUIREMENTS:

All Tents are to be weighted/staked down during the entire event.

All Tents must be made of Fire Resistant Material and have original physical label on tent.

International Fire Code and San Juan County Health Requirements strictly enforced.

Have a specific question? Please ask the following:

San Juan County Fire Marshal, Richard Myers: 360-378-5334

San Juan County Health Department, Ethan Schmidt: Food Safety 360-378-4474

***Good to Know:** San Juan County has banned the use of single use plastic bags (Ord # 10-2016), prohibits the use of polystyrene food containers (Ord# 01.2010)*

INSURANCE (MANDATORY, please select ONE)

- I have included a copy of my current Certificate of Liability & Endorsement Certificate with this application**

The San Juan County Fair require all commercial, non-profit, and craft vendors to provide a CERTIFICATE OF LIABILITY (MIN OF \$1,000,000 liability) and an endorsement page insuring the San Juan County fair as an additional insured from August 12-August 18,2019

- YES, I choose to purchase Liability Insurance through the SJC Fair, please add it to my invoice (copy of purchased insurance will be included in vendor packet at check-in)**

Cost - \$110.00

- INFORMATION ONLY BOOTH**, I qualify as an "Info Only Booth", no donations, raffles, or money exchanging hands of any kind will occur in my booth and therefore am not *required* to provide liability insurance for my booth, but am encouraged to do so by the San Juan County Fair Management.

VENDOR ADMISSION

2 Vendor Passes Provided per 10 x10 space rented space

All persons working in booth must have a pass. Passes are not to be shared.

Need more than 2? EXTRA VENDOR PASS \$15.00x_____ = _____

DO YOU NEED CAMPING SPACE?

- YES, I will be camping at the SJC Fair, please email me a registration form**

Cost - \$75.00/Tent Site or RV w/no hook-ups \$161.00/RV with H2O/electric hook-ups

2019 San Juan County Fair Rules and Regulations

Please initial by each statement.

_____ 1. Cancellations made before July 15, 2019 will be refunded 50% of fees. Cancellations after this date will not receive a refund.

_____ 2. **No dogs on the fairgrounds.** If you are a dog owner please make other arrangements for the duration of the fair. Service dogs permitted on grounds.

_____ 3. Abide by all conditions, rules, and regulations, written or oral, made by Fair Management at any time.

_____ 4. Report and pay all federal, state and local taxes due as a result of operation under this agreement.

_____ 5. Any booth, which in the discretion of the Fair Management is deemed inappropriate, hazardous or in violation of Fair rules and regulations including those established by the Health and Fire Departments may be closed and removed from the fairgrounds.

_____ 6. Vendors must be completely set-up and have cars off-site by 9:30am on opening day,
Wednesday August 14th, 2019

_____ 7. Vendors may not solicit outside of their designated booth space.

Signature of Applicant: _____

By signing this application, you agree to rules stated above.

If application is approved, you will be asked to sign a contract for your booth space.

Date: _____

FERRY RESERVATIONS are required for all vehicles to ensure arrival to the Fair. www.takeaferry.com Reservations are available to make online mid-April. If you do not make a reservation, you will not get a space on the Ferry. ***NO REFUNDS WILL BE ISSUED***

PAYMENT CALCULATION

An invoice will be created and emailed to you once this form is received in the Fair Administration Office.

\$ _____ SPACE FEE - Choose One: \$200, \$360, \$400, \$482
\$ _____ TABLE WITH CHAIRS (SET OF 2 CHAIRS, 1 6FT TABLE-\$20)
\$ _____ ADDITIONAL VENDOR PASSES (\$15 EACH)
\$ _____ Camping Fee Enclosed - \$75 (TENT) or \$161 (RV)
\$ _____ INSURANCE Purchased through Fair - \$110.00
\$ _____ TOTAL FEES
\$ _____ LESS 50% DEPOSIT
\$ _____ **REMAINING BALANCE DUE BY JULY 15, 2019**