

STATE FAIR

OF VIRGINIA AT THE MEADOW

Friday, September 28 – Sunday, October 7, 2018

Space Rental Application

PLEASE PRINT

Please Check: New Vendor Returning Vendor

NAME OF BUSINESS: _____

NAME OF CONCESSION IF DIFFERENT: _____

CONTACT NAME: _____ FED ID# _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: () _____ CELL: () _____

EMAIL: _____ FAX: () _____

YOUR WEB SITE (if any): _____

PRODUCTS: *(Please list all items that you would like to sell or display. Contract space will be assigned based on this list. Once a contract is signed, you may not display or sell additional items without prior written consent.)*

If selling, give price range \$ _____ to \$ _____.

Will a microphone be used? Yes No *Use is by permission only; volume low.*

Do you require water? Yes No

Do you require electricity? Yes No

*(If "Yes," you can complete a separate **Electrical Request Form** at a later date. Rates cover hook-up and usage all 11 days. Outside Concessions are responsible for all internal wiring required to operate, plus a minimum of 100 feet of cable to reach electrical panels. If heavy power is needed, you can state requirements on Request Form.)*

Please list fairs or festivals you have been associated with and a contact person at each:

1 – _____

2 – _____

3 - _____

The applicant understands that this is an application **ONLY** and is not a space rental contract with the State Fair of Virginia: "I certify that this information is complete and true to the best of my knowledge."

Signature of Applicant _____ Date _____

Comments about your space, if any: _____

Return to:

State Fair of Virginia

Pam Daneker, Director Exhibit Sales

P.O. Box 130, Doswell VA 23047

vendor@statefairva.org

Phone: (804)994-2890 Fax (804) 994-2927

2017 SPACE RENTAL RATES

OUTDOOR SPACE Outdoor space is sold in 5 foot increments with 10 foot min, i.e. if you need 13 front foot, you would buy three 5 foot increments for a total of \$1950.

Food \$650 per 5 foot front increment guarantee
 # of 5 foot increments _____ x \$650 = \$ _____
 (Footage must include all awnings, overhangs, trailer hitches, tent stakes, etc.)

Plus 20% of gross against the above guarantee (daily sales reporting required)
 Plus \$200 for Water and Sewer + \$200
 Plus \$5 per day Maintenance and Security Fee + \$50

OUTDOOR FOOD SPACE TOTAL \$ _____

◆ **Do you have:** Trailer Set-Up Tent Set-Up Seating Other: _____

◆ **Would you like to accept:** State Fair Employee Meal Tickets (dollar for dollar): Yes No

**FOOD VENDORS: You will eventually need to file a form and fee directly to the Caroline Co. Health Dept.*

Non-food \$650 per 5 foot front increment guarantee
 # of 5 foot increments _____ x \$650 = \$ _____
 (Footage must include all awnings, overhangs, trailer hitches, tent stakes, etc.)

Plus \$5 per day Maintenance and Security Fee + \$50

OUTDOOR NON-FOOD SPACE TOTAL \$ _____

◆ **Do you have:** Trailer Set-Up Tent Set-Up Seating Other: _____

INDOOR SPACE (Please indicate your preference)

<u>Exhibition Hall</u>	Fill in choice(s)
Over 100 Exciting and Unique Products and Services	
Corner 10' D x 10' W	\$ 975 x _____ space(s)
Inside 10' D x 10' W	\$ 875 x _____ space(s)

INDOOR SPACE TOTAL \$ _____

All vendors will need to apply with Caroline County Commission of Revenue for a Business License whether you are selling or not (those not selling, don't pay the fee)

New Vendors: **Please provide literature and photos** of your set-up and product line, which you can forward by email or regular mail. ****Please do not send payment with your application.** SFVA deposits all payments upon receipt. Depositing payment is not a guarantee of acceptance. If your application is accepted, you will be sent a contract with the terms and conditions of your agreement with SFVA.

