



Friday, September 27 – Sunday, October 6, 2019

**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 Concessions

P.O. Box 130, Doswell VA 23047

[vendor@statefairva.org](mailto:vendor@statefairva.org)

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

## 2019 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 \$2025.

**Food** \$675 per 5 foot front increment guarantee  
 # of 5 foot increments \_\_\_\_\_ x \$675 = \$ \_\_\_\_\_  
 (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: \_\_\_\_\_

◆ **You are required to accept** State Fair Employee Meal Tickets (they are valued at \$5 and are treated the same as a \$5 bill and you will be reimbursed at the end of the fair \$5 for each one you turn in). You are also required to have some discount for Farm Bureau Members.

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

**Non-food** \$675 per 5 foot front increment guarantee  
 # of 5 foot increments \_\_\_\_\_ x \$675 = \$ \_\_\_\_\_  
 (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)

**Exhibition Hall**

**Over 100 Exciting and Unique Products and Services**

Corner                      10' D x 10' W  
 Inside                      10' D x 10' W

**Fill in choice(s)**

\$ 1000 x \_\_\_\_\_ space(s)  
 \$ 900 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.

