

# TULARE COUNTY FAIR SEPTEMBER 13-17, 2017

## Commercial Exhibit Application Packet



### \$25 Application Fee (After 6/30/17 \$50 Application Fee)

Thank you for your interest in being a commercial vendor at the Tulare County Fair. Please review these instructions carefully. **This application is neither an offer nor a guarantee of space.** If you have any questions regarding this application, please call the Tulare County Fair Office at (559) 686-4707 or e-mail to [concessions@tcfair.org](mailto:concessions@tcfair.org)

### THE FOLLOWING ITEMS MUST BE INCLUDED IN YOUR APPLICATION PACKET

Complete application form – answer all the questions & don't forget to sign the application.

A complete list of items to sell or promote as required on the application. Include additional sheets as needed.

Recent photos of your exhibit/booth (attach, photos will not be returned).

Copy of California Seller's Permit (attach).

Insurance and Workers compensation coverage: provide your provider information on application. If a contract is issued, proof of insurance coverage in the form of certificates is required.

Include promotional materials such as reference letters, promotional brochures, etc, as desired (optional).

### INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED OR RETURNED

#### IMPORTANT NOTES

- All questions must be answered completely and accurately – the information you give us the sole representation of your business for the selection process.
- If a contract is issued, fair management will assign the exhibit space upon receipt of payment. Special requests will be considered, but not guaranteed.
- Applications for Returning vendors requesting the same location are due April 30, 2017. All other applications are due June 30, 2017 with an application fee of \$25.00. After June 30, 2017 application fee will be increased to \$50.00. Full payment is due at the time the contract is due. Make checks payable to the Tulare County Fair.

The Tulare County Fair is seeking experienced operators with quality presentation; consideration will be given to those with unique items. The sale of certain items including, but not limited to the following is prohibited: weapons, drug paraphernalia, provocative or suggestive items, graphic images that may offend a family-friendly audience.

Tulare County Fair  
620 South K Street  
Tulare, CA 93274  
Telephone: (559) 686-4707 Fax (559) 686-7238

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Application can be mailed to:  
 Tulare County Fair, 620 South K Street  
 Tulare, CA 93274

**BUILDING HOURS 11 AM -10PM WEDNESDAY & THURSDAY**  
**11 AM - 11 PM FRIDAY & SATURDAY and 11 AM – 9 PM SUNDAY**

**CHECK ONE:**  New Applicant  Returning Commercial Exhibitor **MUST INCLUDE PHOTO OF EXHIBIT**

**SPACE FEES**

**Inside Space** - Corner: 10 X 10 \$575.00 or Inline 10 X 10 \$525.00

**Outside Space** - Outdoor Spaces 10 X 10 \$675.00

**Premium Space** - Start at \$1,000 (call for details and availability)

**SELECT SPACE YOU'RE APPLYING FOR:**

- Indoor**     10 X 10    20 X 10    In-line         Corner    Premium Space  
 **Outside**    10 X 10    20 X 10    Other: \_\_\_\_\_X\_\_\_\_\_    Premium Space

**Please confirm the following activities. Be sure to check all that apply:**

- Lead Generation    Use Microphone    Promotional Give-A-Ways    Direct Sales    Conduct Prize Drawing

**BUSINESS INFORMATION - INFORMATION MUST AGREE WITH INSURANCE CERTIFICATE**

Business Name \_\_\_\_\_

Name of Applicant \_\_\_\_\_

On-Site Contact \_\_\_\_\_ On-Site Contact Cell \_\_\_\_\_

Address \_\_\_\_\_

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

Business Phone ( ) \_\_\_\_\_ Residence Phone ( ) \_\_\_\_\_

Cellular Phone ( ) \_\_\_\_\_ Other Phone ( ) \_\_\_\_\_

Fax ( ) \_\_\_\_\_

E-mail Address \_\_\_\_\_ Web Site \_\_\_\_\_

**Federal Taxpayer's ID #** \_\_\_\_\_ **CA Seller's Permit #** \_\_\_\_\_

*Located on your federal tax return                      Attach copy to application*

How long in business? \_\_\_\_\_

- Is your business:  Sole Proprietor     Partnership     Corporation     Other \_\_\_\_\_

**UTILITY REQUIREMENTS**

If needed, a standard 110v/500w electrical outlet is provided per contracted space. Additional electrical may be available for an additional fee.

Do you require power?                       YES    NO   If yes how much \_\_\_\_\_

Do you need running water?               YES    NO (not all spaces have access)

Do you sample food?                       YES    NO (permit fee \$83.00)

**INSURANCE REQUIREMENTS**

**Proof of Insurance to be sent with application.** Please check which form of insurance will cover you during the fair.

- My own carrier  
 WFA Master List   CFSA# \_\_\_\_\_                      Policy Expires \_\_\_\_\_  
 Purchase through California Fair Services Authority.

Each exhibitor must provide proof of general liability insurance of at least \$1,000,000. Certificates of Insurance with required endorsements will be required with each contract. If a contract is issued, you will receive insurance requirements with additional insured verbiage.

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**PRODUCTS/ SERVICES**

Please list items/services and prices that you wish to sell, promote, display or give away. **BE SPECIFIC.** Only approved items will be allowed. (Attach product list if necessary)

The Tulare County Fair **DOES NOT** offer exclusivity to vendors.

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**REFERENCES (New Applicants Only!)**

List 2 fairs, festivals or shows you have participated in during the last 9 months:

#1 \_\_\_\_\_ Contact \_\_\_\_\_ Phone# \_\_\_\_\_

#2 \_\_\_\_\_ Contact \_\_\_\_\_ Phone# \_\_\_\_\_

Will you be distributing food samples to promote your product?  YES  NO

Approval is required and food sampling requires a temporary health permit

- Please indicate here if you are not selling during the fair and are only taking leads for future business. Even if only taking leads, the State Board of Equalization requires you to file for a Seller's Permit (see attached).

**CERTIFICATION OF APPLICANT**

I have read and understand the instructions and any additional information attached. I understand that this form is an application for space only, is not a contract and is not an offer by the Tulare County Fair. I certify all information contained in this application to be true and accurate to the best of my knowledge.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed name: \_\_\_\_\_ Title: \_\_\_\_\_