



2017 COMMERCIAL EXHIBITOR APPLICATION

THIS APPLICATION FOR VENDOR SPACE IS NOT A CONTRACT NOR A GUARANTEE FOR SPACE

Please fill out application neatly and completely.

Fair Dates: August 3rd – August 6th, 2017

Please select the one that apply: New Applicant Returning vendor from 2016

Complete this application in full to be considered.

Company Name: _____

Owners Name: _____

On Site Contact Name: _____

Business Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: (____) _____ Alternate Phone (____) _____

Email: _____

Business Website: _____

CA Seller’s Permit # (Must be displayed in your booth space): _____

CA Seller’s Permit is **required** in order to sell your products at the Fair AND must include the Santa Clara County Fair as a sub-location. You will be required to provide documentation if contracted.

References: Please list (3) recent county fairs or events at which you have exhibited.

Please list Year, Name of Fair/ Event, Contact Person, Phone Number.

1. _____
2. _____
3. _____

Proposed Products/ Services

ALL items must be listed or they will not be considered. Attach additional sheet if necessary. The products allowed per 10’ x 10’ space will depend on product mix. Only items/services approved on the contract can be placed in booth. Please be SPECIFIC.



It is unacceptable to list general items (e.g. accessories, clothing, jewelry, toys, etc.)

CHECK THE ITEMS WHICH APPLY TO YOUR EXHIBIT BOOTH

DO YOU PLAN TO:

Give away product(s)?: YES NO

If so, describe item(s):

Offer free food samples(s): Samples must be 2 ounces or less

Liability Insurance

(Completing this section does not constitute proof of insurance. You must still provide proof of insurance.)

For all Insurance requirements, please reference the Vendor Handbook.

Do you have your own carrier? Yes _____ No _____ If Yes, please attach a copy of insurance.

Are you on the CFSA Master List? Yes _____ No _____ CFSA# _____

Do you plan to purchase through CFSA? Yes _____ No _____

Space Requirements: (Location is a REQUEST, not a Guarantee)

Location: ____ Outdoor non-Esplanade (\$400) ____ Indoor (\$400)

Early Bird Special: Vendors will receive a \$100.00 booth discount; **ONLY** valid if Application/ License Agreement are completed and received by March 17th, along with a \$125.00 deposit.

All applicants are required to pay a \$125.00 processing fee with the submission of the License Agreement. This amount will be applied towards the final booth fee and will hold your requested space in advance. Applications/ License Agreements will not be processed without a deposit.



Size needed: (All spaces are in 10'x10' increments)

Size needed: _____

Utilities Requested: _____ Water _____ Sewer _____ None

Table and Chairs: The Santa Clara County Fair will provide (1) 8' table and (2) chairs per 10'x10' space at your request below.

 1 Table 2 Chairs YES NO

Additional chairs and tables will cost \$10.00 per table and \$2.00 per chair.

_____ Tables _____ Chairs Total \$ _____

Electricity Requirements: **DO YOU NEED ELECTRICITY:** YES NO

Requests are not guaranteed. Additional Charges apply, please reference Vendor Handbook or call the Fair Office.

Voltage/Wattage/Amperage: _____

Special Electrical Requests: _____

Additional Information:

Any information we need to know that has not been addressed on this application.

****Fees: Assigned per 10x10 space****

RV Space: Do you need an RV space for the duration of the fair: \$200.00 YES NO

Spaces are limited and will be assigned as a first come first serve basis

NOTE: This application is NOT a contract and completing it does NOT guarantee space.

PLEASE CONTINUE ON NEXT PAGE ----->



Fair Rules and Regulations

Please read these rules carefully. No exceptions will be made.

1. Incomplete applications will be returned. All sections of the application must be completed before submission. Please call the Fair Office with any questions.
2. This application is **NOT** a contract and completing it does **NOT** guarantee a space. **THIS IS NOT A CONTRACT. UNLESS YOU HAVE RECEIVED A "LICENSE AGREEMENT" FORM, YOUR APPLICATION IS STILL PENDING.**
3. A \$125.00 processing fee **must** be paid with the submission of the License Agreement in order to secure a booth space location. This amount will be used towards the final booth fee.
4. Applications with a deposit will be processed in the order in which they are received. Esplanade spaces are limited. Thus, it is recommended that applications be sent in as early as possible.
5. Returning vendors are encouraged to apply by **April 28th, 2017** to be considered for their space from the previous Fair. However, this is not a guarantee the same space will be available.
6. Spaces are appointed in the order the application is received and are based on availability.
7. Applications will continue to be accepted until all space is filled. However, applications received **after July 7th, 2017** will have a **\$50.00 non-refundable late processing fee in addition to the general booth fee.**
8. The Santa Clara County Fair will not guarantee locations or approval of products requested. **Only items/services listed on the contract are approved.** The list of items/services on the contract cannot be changed or altered unless done so by the Fair management.
9. Violation of the contract will result in a monetary fine or further consequences if necessary. These will be determined by the Santa Clara County Fair based on severity.
10. All vendors selling products will need to provide a California Seller's Permit or Resale number by **July 7th, 2017**. Failure to do so may result in the dismissal of the vendor contract as well as participation in the Fair. CA Seller's Permit is **required** in order to sell your products at the Fair AND must include the Santa Clara County Fair as a sub-location. You will be required to provide documentation if contracted.
11. All vendors must provide liability insurance meeting California Fair State Association (CFSA) insurance requirements, which are attached to this contract, by **July 7th, 2017**. Failure to do so may result in the dismissal of the vendor contract as well as participation in the Fair. If a vendor wishes to purchase insurance through the Fair with California Fair Services Authority (CFSA), please contact the Fair office no later than **July 7th, 2017**.



12. The Santa Clara County Fair will provide (1) 8' table and (2) chairs per 10'x10' space as noted above. Pre-ordering is a must since there is a limited availability. The last date to preorder will be **July 7th, 2017**.
13. All vendors shall pay for all required fees, taxes, and deposits by **June 30th, 2017**. Vendors shall obtain licenses applicable to the operation of said exhibit and shall be responsible for any city, county, state, and federal permits and licenses required by law. Failure to do so will result in the reserved space being sold to another vendor.
14. **Refund information.** Any Licensee who wishes to cancel before June 9th, 2017 will receive a refund of 50% of paid fees less the **initial deposit which is \$125.00 per 10' x 10' space**. **After June 9th, 2017, space fees WILL NOT be refunded for any reason.**
15. **The Santa Clara County Fair Will Not Accept Personal or Company Checks After June 30th, 2017.** All payments submitted after June 30th must be in the form of cash, cashier's check, money order, VISA or MasterCard. **Vendors are responsible for fees associated with bounced checks.**
16. All vendors **MUST** abide by the Vendor Handbook Rules and Regulations as provided on the Fair website (www.thefair.org).

The undersigned is authorized to sign on behalf of the company/organization.

It is understood that this application proposal is not a commitment by the applicant nor is it an offer by The Fair. The undersigned further has fully read and understood the Fair Rules and Regulations and will further abide by the Vendor Handbook.

Signature of Authorized Individual

Date

Printed Name of Signature Above

Please return the application to:

Dolores Piñon-Llanes, Commercial Exhibits Coordinator

Santa Clara County Fair

344 Tully Road

San Jose, CA 95111

Phone: 408-494-3134

Email: info@thefair.org

Website: www.TheFair.org