





A booth space is one 10'x10' area. If you need a larger space, you can simply choose 2 and it will be treated as one 10'x 20' space, at twice the price. If noting 3 it will be treated as one 10'x 30' space, at three times the price.

**Indoor Booth Spaces - Pavilion Hall In-line Booth - \$850 Corner Booth - \$1,000**

Please Note: \$250 of this Space Fee is a NON-refundable deposit to hold the space.

<b>QTY</b>	<b>QTY</b>
10' x 10' - Indoor In-line - \$850 per space	10' x 10' - Indoor Corner - \$1,000 per space

**Outdoor Booth Spaces** - (limited number available)

10' x 10' - \$850 each	
8' Table - \$20 each	Folding Chairs - \$10 each

**\*\*Vendors renting tables and chairs are responsible to ensure that they are returned and in the same condition as when they were checked out.**

If you require additional discounted Vendor passes for staff members, they may be purchased as follows:

- 10-pack of single one-day admission to Fair - \$50
- 10-pack of one-day parking passes - \$50

**\*\*Please note – Discount Vendor passes MUST be purchased PRIOR to Fair opening. After Fair opening, all Vendor passes will be sold at full one-day retail price.**

**Optional Power Needs**

**One 110V outlet with 20 amp service is included with your booth. If you require more power, please read below:**

SCCF can provide electrical service up to 50 amps, at an additional charge.

- If your cord is rated 70 amps or below, it must end in a manufactured plug that fits the proper outlet.
- 200-volt service requires #6/4 gauge or heavier wire with a NEMA 14-50P plug.
- 110-volt service requires #12/3 gauge or heavier wire with a NEMA 5-15P plug.
- SCCF does not provide plugs, extension cords, cord caps, or any other electrical equipment.
- Use of multiple multi-plug adapters (such as cube adapters, unfused power strips, or similar devices) is prohibited, as is daisy chaining.
- Any relocatable power tap must be directly connected to a permanently installed receptacle.

You must account for all equipment that will need power. If you need more than the 20 amps included in Space price, you must order additional amps at \$100 per 10 amps. Please indicate additional "total" power needs below:

<b>30 amps @ \$100</b>	<b>40 amps @ \$200</b>	<b>50 amps @ \$300</b>
------------------------	------------------------	------------------------

Please be specific: Additional utility fees will be added if management finds you are using more than the 20 amps service provided, so please plan according to your actual requirements.



## **Insurance Requirements**

**Commercial General Liability Insurance** - for bodily injury (including death) and property damage which provides limits as per the following Coverage requirements:

1. Each occurrence - \$1,000,000
2. Personal Injury - \$1,000,000
3. General aggregate - \$2,000,000
4. Products/Completed Operations aggregate - \$2,000,000

Additional Insured Endorsement, which shall read as follows:

"Santa Clara County Fairgrounds Management Corporation, the County of Santa Clara, the State of California, and the California Fair Services Authority, and members of the County of Santa Clara Board of Supervisors and members of the Santa Clara County Fairgrounds Management Corporation Board of Directors, and each of their/its respective officers, agents, and employees, individually and collectively, as additional insureds."

**(THIS WORDING MUST BE EXACT)**

SCCF also requires proof of Workman's Comp. insurance or a Workman's Comp. waiver, as well as proof of vehicle insurance at the CA minimum, for any vehicle driving onto the fairgrounds property to drop off/pick up equipment. A copy of your proof of insurance card is acceptable.

\*Insurance may also be ordered through CFSA @ \$220.00. Please indicate here whether you will need this insurance:

Yes, I do need to order Insurance through CFSA

No, I do not need CFSA Insurance

\*\* If you mark "Yes" we will forward you the application and Acknowledgement of Coverage for your signature. You will need to e-mail a pdf copy of the signed Acknowledgement to: [vendors@thefair.org](mailto:vendors@thefair.org) and pay the Insurance Premium along with your booth fees when Invoiced.\*\*

## **Vendor Checklist**

Every vendor must provide the following to the SCCF Vendor Department prior to July 15, 2026. Failure to submit all documents by July 15, 2026 will result in a \$100 Late Fee and may result in forfeiture of the space. No Vendor may check in/set up without submitting all required documents.

- State of California Seller's Permit
- Certificate of Liability Insurance (See above for exact wording and limits)
- Certificate of Workman's Comp Insurance or a Worker's Comp. Waiver
- Proof of auto insurance
- Santa Clara County Health Permit or TFF (required for sales of any consumable items)



**Important Notes on Application Process**

- Submit completed application and photos of your booth showing the front and side, by **May 1, 2026**. Submission does **not** guarantee vendor space.
  - If approved, a contract will be issued. Return the signed contract **with all fees** by **June 30, 2026**. If not returned by the deadline, SCCF may cancel and offer the space to the next vendor.
  - **\$250 of the space fee is non-refundable.**
- Vendors selling food or offering edible samples **must** submit a Santa Clara County Health Department TFF Form and health permit (if applicable) with the contract and fees.
  - Food sales TFF: **\$220**
  - Samples/tasting only TFF: **\$135**
  - Request form: **vendors@thefair.org**
- Cancellations:
  - Before **June 15, 2026** → **Full refund**
  - On or before **July 1, 2026** → **50% refund**
  - After **July 1, 2026** → **No refund**
- Vendors must report all sales tax.
- Vendors must follow all State, County, and Local health/safety rules.
- All trash must be taken to designated areas; booth area must be left clean.
- Vendors must have a **POS system or cash register**.
- Vendors must **accept credit cards and cash**.

**Contract Guarantees to Vendor (per space)**

1. Three (3) Run of Fair vendor admission & parking credentials
2. One 110 outlet (20 amps)
3. Wi-Fi access
4. Pipe and drape included

**Vendor to provide**

- 1.Their own tents & weights (if outside)
- 2.Lighting (if outside)
- 3.Tables & chairs (may be rented onsite)
- 4.POS system and/or cash register
- 5.Signage to indicate booth name

By my signature below, I hereby verify that I understand the preceding statements regarding my application and responsibilities. I further verify that I will abide by the SCCF rules for Vendors and understand that all the above documentation, payments and compliance with above terms are required before I may check-in, set up or sell.

First Name	Last Name:	Title:
		Date:

Authorized Signature above

Please Return this Application along with Booth Photos to: [vendors@thefair.org](mailto:vendors@thefair.org) by May 1, 2026