



Vendor Booth Rental Application

**“A Fair to Remember!”
August 25-26-27, 2023**

*Please fill out this form completely (all fields should be filled in). Incomplete applications will not be accepted.
Booth space is available on a first come, first paid basis (a space is considered paid for when the check clears both banks). No refunds will be given after July 1.*

Your Name: _____

Business Name: _____

The State of WI requires we collect one of these:

Wisconsin Seller’s Permit Number*: _____

* if no seller’s permit number is available vendor SSN: _____

Address: _____

Phone: _____

City: _____

State: _____

Zip: _____

Email address: _____

Product: _____

Do you need access to power? *Please note that there is an additional charge of \$10 for access to power and that space is limited.* (please provide specifics) _____

Have you been a vendor at the Florence County Fair before?

Yes No; If yes, list dates(years): _____

What to send with this Vendor Booth Rental Application:

- A picture of your trailer (if applicable and if not provided with previous vendor application)
- Proof of Insurance -- Please supply a copy of your proof of insurance with payment.
- A signed Liability Waiver – please supply with your payment
- References -- Please supply three references including: name, address, phone number, the name of the event/organization in which you participated. (If applicable and if not provided with previous vendor application)

The Florence County Agricultural Society (FCAS) produces a family fair and as such, *all product & information must be suitable for displaying to families with young children*. Out of fairness to our vendors, the fair board limits duplication of product. Final decision on the approval of any vendor application rests with Fair Board.

Outdoor space approximately 10’ x 15’ – *If you will be exceeding this space, you will need to purchase a second vendor space*. Electrical space is limited.

\$40.00 (non food vendors) for 3 days (includes two \$10 admission passes)

\$80.00 (food vendors*) for 3 days (includes two \$10 admission passes)

** Food Vendors are those vendors who make and sell food for consumption at the fair. Food Vendors must contact the Florence County Health Department at 715-528-4837 as additional paperwork and permits are required.*

Vendor supplies tables, canopy, power cords, etc.

Hours of Operation: Friday, 4 pm-8 pm; Saturday, 11 am-8 pm; Sunday, 11 am-4 pm. You may open earlier or stay open later, but your vendor booth must be open during the listed hours of operation. * Please note that the Draft Horse Pull is scheduled to begin on Sunday at 2:00 p.m. This event may go later than 4:00 p.m. and you are encouraged to stay open while the event is still occurring.*

Vendors are responsible for applicable Wisconsin State & County Sales Taxes.

Vendor Rental Application Cost(s)			
Full Payment is required with your application, and applications will be accepted on a first come, first paid basis.			
No. Needed	Type	Cost	Total
	Non Food Vendors	\$40.00	
	Food Vendors	\$80.00	
	Electricity Fee for Vendor Space	\$10.00	
	Additional Admission passes (paid vendors only receive two admission)	\$10.00	
	Security Deposit (required for all vendors)	\$50.00	50.00
Total Amount Due <i>make checks payable to the "Florence County Fair"</i>			

General Release and Acceptance of Rules:

I (We) have read all of the "Rules and Regulations" enclosed in the Vendor Manual for the Florence County Fair and agree to abide by said rules. In addition, I (We) the applicant(s) do expressly release the Florence County Agricultural Society and Florence County Fair Board of any and all liability for any damage, injury or loss to any person or goods which may arise from the rental and occupation of said space by the applicant, and agree to hold and save the Florence County Agricultural Society / Florence County Fair harmless of any loss or damage by reason thereof.

It is mutually agreed that all information shown on this application, including the Rules and Regulations included in the Vendor Manual is a part of this contract and will be binding on both parties upon acceptance by the Florence County Agricultural Society / Florence County Fair. It is understood that if this application is not accepted all fees will be returned to the applicant with such notification.

Signature of Vendor/Applicant

Title

Date

Accepted by the FCAS

Title

Date

Send completed form, proof of insurance and references along with full payment to:
Florence County Fair; P.O. Box 704; Florence, WI 54121

Reference #1

Name: _____ Title: _____

Organization: _____

Phone Number: _____

E-mail Address: _____

Address: _____

City: _____ State: _____ Zip: _____

Reference #2

Name: _____ Title: _____

Organization: _____

Phone Number: _____

E-mail Address: _____

Address: _____

City: _____ State: _____ Zip: _____

Reference #3

Name: _____ Title: _____

Organization: _____

Phone Number: _____

E-mail Address: _____

Address: _____

City: _____ State: _____ Zip: _____

Please provide as much contact information as possible for each of your references.