

# SACRAMENTO COUNTY FAIR

MAY 24-28, 2012

## Commercial Exhibit Application Packet

**\$25 Application Fee**



Thank you for your interest in being a commercial vendor at the Sacramento 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 Sacramento County Fair Office at (916) 263-2975 or e-mail to [pamelafyock@sacfair.com](mailto:pamelafyock@sacfair.com)

Application can be mailed to:

Sacramento County Fair, P.O. Box 15028 Sacramento, CA 95851

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

- † Complete application form – answer all the questions & don't forget to sign the application.
- † 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 are due February 1, 2012 with an application fee of \$25.00. After February 1, 2012 application fees will be increased to \$50.00. Full payment is due at the time the contract is due. Make checks payable to the Sacramento County Fair.

The Sacramento 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.

Sacramento County Fair  
P.O. Box 15028  
Sacramento, CA 95851  
Telephone: (916) 263-2975 Fax (916) 263-2973

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## Commercial Exhibits Space Application

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

### SPACE FEES

**Inside Space** - Corner: 10 X 10 \$500.00 or Inline 10 X 10 \$400.00

**Outside Space** - All Outdoor Spaces 10 X 10 \$500.00

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

**Not-for-Profit** - Indoor (inline only, no corners) or outdoor 10 x 10 \$375.00

### 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

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

Do you require additional power?  YES  NO

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

Do you sample food?  YES  NO (permit fee \$86.00)

### INSURANCE REQUIREMENTS

Proof of insurance is required with each contract. Each exhibitor must provide proof of general liability insurance of at least \$1,000,000. A certificate with the required endorsements (see attached) **must be on file prior to setting up your space.** Please check the form of insurance that covers you during the fair.

My own carrier Carrier (name and phone) \_\_\_\_\_

WFA Master List CFSA# \_\_\_\_\_ Policy Expires \_\_\_\_\_

Purchase through California Fair Services Authority - Call for Quote (916) 921-2213.

