

## Vendor Application - Vendor/Non-Profit Booth

### SAN JUAN COUNTY FAIR AUGUST 16-19, 2017



Please complete the application form and return with your deposit to:  
San Juan County Fair P.O. Box 1094 Friday Harbor, WA 98250  
Tel: 360-378-4310 E-mail: ashley@sjcfair.org

**Business/Booth:** \_\_\_\_\_

**Main Contact Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_ **City:** \_\_\_\_\_

**State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**UBI or Business Tax ID# (required)** \_\_\_\_\_

### **SPACE OPTIONS**

- Main Building (Indoor) 10' x 10', Space only - **\$355**
- Main Building (Indoor) 10' x 10', with black Pipe & Drape walls - **\$450**
- Outdoor 10' x 10', Space only - **\$185** (Required to have a 10' x 10' tent over space\*)  
\*Please read set-up requirement for tent information
- Outdoor 10' x 10', Space with Canopy rental through SJC Fair - **\$375**
- 6 ft Table & 2 Chair bundle - **\$15** Preferred Booth # \_\_\_\_\_

Electrical power is available for booths that need it (i.e. outdoor booths for lighting). Vendor is responsible for providing their own extension cord(s).

### **IMPORTANT SET UP REQUIREMENTS:**

All Tents are to be weighted/staked down during the entire event.  
All Tents must be made of Fire Resistant Material and have physical label on tent.

**International Fire Code and San Juan County Health Requirements strictly enforced.**

*Have a specific question? Please ask the following:*

**San Juan County Fire Marshal: Bob Lowe, 360-378-5334 bobl@sanjuanco.com**

**San Juan County Health Department: Ethan Schmidt 360-378-4474 ethans@sanjuanco.com**

**\*Good to Know:** San Juan County has banned the use of single use plastic bags (Ord # 10-2016), prohibits the use of polystyrene food containers (Ord# 01.2010)\*

## **INSURANCE (MANDATORY, please select ONE)**

- I have included a copy of my current Certificate of Liability & Endorsement Certificate with this application**

The San Juan County Fair require all commercial, non-profit, and craft vendors to provide a CERTIFICATE OF LIABILITY (MIN OF \$1,000,000 liability) and an endorsement page insuring the San Juan County fair as an additional insured from August 13-August 20,2017

- YES, I choose to purchase Liability Insurance through the SJC Fair, please add it to my invoice (copy of purchased insurance will be included in vendor packet at check-in)**

Cost - \$110.00

- INFORMATION ONLY BOOTH**, I qualify as an "Info Only Booth", no donations, raffles, or money exchanging hands of any kind will occur in my booth and therefore am not *required* to provide liability insurance for my booth, but am encouraged to do so by the San Juan County Fair Management.

## **VENDOR ADMISSION**

**2 Vendor Passes Provided per 10 x10 space rented space**

All persons working in booth must have a pass. Passes are not to be shared.

Need more than 2? EXTRA VENDOR PASS \$15.00x\_\_\_\_\_ = \_\_\_\_\_

## **DO YOU NEED CAMPING SPACE?**

- YES, I will be camping at the SJC Fair, please email me a registration form**

Cost - \$70.00/Tent Site or RV w/no hook-ups \$150.00/RV with H2O/electric hook-ups

## **2017 San Juan County Fair Rules and Regulations**

*Please initial by each statement.*

\_\_\_\_\_ 1. Cancellations made before July 17, 2017 will be refunded 50%. Cancellations after this date will not receive a refund.

\_\_\_\_\_ 2. No dogs on the fairgrounds. If you are a dog owner please make other arrangements for the duration of the fair.

\_\_\_\_\_ 3. Abide by all conditions, rules, and regulations, written or oral, made by Fair Management at any time.

\_\_\_\_\_ 4. Report and pay all federal, state and local taxes due as a result of operation under this agreement.

\_\_\_\_\_ 5. Any booth, which in the discretion of the Fair Management is deemed inappropriate, hazardous or in violation of Fair rules and regulations including those established by the Health and Fire Departments may be closed and removed from the fairgrounds.

\_\_\_\_\_ 6. Vendors must set-up before cars clear off grounds on opening day, Wednesday August 16th, at 9am.

I have read and agree to abide by the San Juan County Fair Rules and Regulations.

**Signature of Applicant:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**\*FERRY RESERVATIONS\*** are required for all vehicles to ensure arrival to the Fair. [www.takeaferry.com](http://www.takeaferry.com) Reservations are available to make online mid-April. If you do not make a reservation, you will not get a space on the Ferry. **\*NO REFUNDS WILL BE ISSUED\***

### **PAYMENT CALCULATION**

**An invoice will be created and emailed to you once this form is received in the Fair Administration Office.**

\$ \_\_\_\_\_ SPACE FEE - Choose One: \$185, \$355, \$375, \$450  
\$ \_\_\_\_\_ TABLE WITH CHAIRS (SET OF 2 CHAIRS, 1 6FT TABLE-\$15)  
\$ \_\_\_\_\_ ADDITIONAL VENDOR PASSES \$15 EACH  
\$ \_\_\_\_\_ Camping Fee Enclosed - \$70 (TENT) or \$150 (RV)  
\$ \_\_\_\_\_ INSURANCE - \$110.00  
\$ \_\_\_\_\_ TOTAL  
\$ \_\_\_\_\_ LESS 50% DEPOSIT  
\$ \_\_\_\_\_ **REMAINING BALANCE DUE BY JULY 17, 2017**