

APPLICATION

Mail completed application to: Washington Town & Country Fair, PO Box 752, Washington, MO 63090

E-mail completed application with credit card authorization form to: merchants@washmofair.com

Company Name: _____

Contact Person: _____

Address: _____

Phone: _____

Cell Phone: _____

E-mail: _____

Preferred Size of Booth: _____ Min. Booth Size: _____

Preferred Location (Main Stage, Midway, Family Fun, Motorsports, North) _____

List product and/or activity to be promoted in your booth: _____

Additional Electrical Service Requested: _____ volt _____ amp

Tent Requested: _____

Authorized Signature: _____

LIABILITY OF EXHIBITORS:

In no case shall the officers, directors, and/or sponsoring agents of the Washington Town & Country Fair or The Chamber of Commerce be held responsible for any loss, damage, injury, theft, death, or from any other cause of any character, to any property while the same is on the Fairgrounds. Officers, directors, and the sponsoring agents of the Washington Town & Country Fair and the Chamber of Commerce hereby assume no responsibility either as a bailee or for any property brought upon said Fairgrounds, and it shall be at exhibitors' sole risk.



PRICING GUIDE

Price/Front Foot

Booths up to 15'x20':
\$2/square foot PLUS \$10/front foot

Booths larger than 15'x20': Call for pricing

Security Deposit

A \$100 deposit is required for each vendor. This fee is in addition to the booth rental fee. Security Deposit will be refunded in September for vendors who fulfill their contract without being assessed any fines.

Reservation Deposit

A \$100 deposit is required with vendor application to reserve a booth. This \$100 is applied as a credit to your booth rental fee.

Electrical Service

110 volt AC, 5 amp load total, single phase – Included with booth

110 volt 10 amps - \$85.00
110 volt 15 amps - \$100.00
110 volt 20 amps - \$115.00
110 volt 25 amps - \$125.00
110 volt 30 amps - \$140.00
220 volt 10 amps - \$95.00
220 volt 15 amps - \$105.00
220 volt 20 amps - \$120.00
220 volt 25 amps - \$130.00
220 volt 30 amps - \$160.00

Tent Rental Available

Tent Rental Requests must be received by June 1, 2017.

12x12: \$230
15x20: \$345
20x30: \$470

Insurance

A Certificate of Liability Insurance in the amount of \$1 million is required. Certificate must name Washington Town & Country Fair and City of Washington as additional insured.

\$70—Cost of policy available for purchase from the Fair.

**Any vendors who have not submitted a certificate by June 16, 2017, will be added to our policy and charged the \$75 insurance fee.

Additional Tickets

Vendors can purchase additional daily or season tickets by contacting Amanda.

2019 Reservations

Reservations for the 2019 Fair will be accepted in the Administration Building starting Thursday, August 2.

A \$100 deposit is required.

The Administration Building is open daily, 8 a.m.—9 p.m.



INFORMATION

Fair Dates: **August 1 – 5, 2018**

Fair Theme: **Your Bridge to Fun**

All businesses/organizations/individuals completing an application agree to abide by the guidelines established by the Washington Town & Country Fair Board.

Violation of regulations will result in a \$50 fine.

To reserve a space:

Complete Application and submit with \$100 reservation fee.

Deadlines:

Contract: due with reservation fee
Request for Tent Rental: Due by **6/1/18**
Certificate of Liability Insurance: Due by **6/15/18**
Auto Insurance Copy: Due by **6/15/18**
Booth fee balance: Due by **6/15/18**
Request for Electric Service: Due by **6/15/18**

Refunds:

Last day to request a refund is June 1, 2018. Security Deposit Refunds will be mailed by October 15, 2018 for vendors that meet the requirements of their contract without being assessed any fines.

Space Assignments:

Vendors must complete the "Space Needed" section of the contract. Vendors will be informed of their assigned space the week of May 21, 2018.

Booth Rental Includes:

2 Daily Admission Tickets per day
1 Parking Pass
Contact Amanda to purchase additional Admission Tickets.
Additional Parking Passes are not available.

Tickets and Parking Passes will be provided to vendors by July 20.

Please make arrangements with Amanda to have the tickets mailed or available for pick-up in the Fairgrounds Office. It is the responsibility of the merchant signing the contract to provide the correct admission tickets to their workers for entrance onto the Fairgrounds.

Coolers:

One soft-sided cooler will be provided to each merchant. You will be allowed to bring unopened plastic bottles of water in your cooler. No other coolers will be allowed through the gates. Coolers must be returned Sunday night.

RV Parking Information:

There are no RV hookups available on the grounds. If hookup and RV facilities are needed, please contact Pin Oak Creek at 636-451-5656.

Hotel Information:

Sleep Inn, 4104 Southpoint Rd, Washington, MO 63090, (636) 390-8877

Super 8, 2081 Eckelkamp Ct, Washington, MO 63090, (636) 390-0088

Old Dutch Hotel, 227 Elm Street, Washington, MO 63090, (636) 390-4400

Bed & Breakfast information is available at www.visitwashmo.com.



Washington Town & Country Fair Merchant Information

Amanda Griesheimer (636) 239-2715 x106 merchants@washmofair.com

RULES & REGULATIONS

Set-Up Times—July 30 & 31, 2018:

Monday: 12 Noon - 11 p.m., Tuesday: 8 a.m. - Midnight

Exhibits must be set up by 11:59 p.m. on Tuesday, July 31.

The Fair will not provide equipment or manpower for unloading or loading any items.

Hours of Operation—August 1-5, 2018

Wednesday & Thursday: 4 p.m. - 10 p.m.

Friday, Saturday, & Sunday: 4 p.m. - 11 p.m.

Each booth space must have a person in it at all times during operating hours.

Tear-Down

Exhibits are not to be vacated prior to 8 p.m. on Sunday, August 5.

Spaces must be vacated by 12 Noon on Monday, August 6.

Vehicles will not be allowed on grounds Sunday night until police have cleared the grounds.

Vehicle Use

Vehicles are allowed on the fairgrounds during set-up prior to the Opening of the Fair. Beginning August 1, vehicles with a merchant parking tag will be allowed on grounds before 10 a.m. only.

Booth Rules

- 1) Exhibits, including all tents and tie downs, must be contained within their designated space. **No solicitations are to be made outside the designated space.** No driving vehicles on Fair grounds.
- 2) Noise levels must not interfere with other exhibitors. Obstructions or potential hazards will not be tolerated in exhibit and adjoining areas.
- 3) Merchants are responsible for securing their booths from the elements.
- 4) Guard service will be provided nightly Monday, July 30, 2018 through Sunday, August 5, 2018. All items left unsecured are at renter's risk.
- 5) Exhibitors will be allowed to take orders for merchandise and deliver it to the customer, if desired, during the five days of the Fair. Officers, directors, and/or sponsoring agents of the Washington Town and Country Fair assume no responsibility for merchandise sold or purchased.
- 6) Exhibitors warrant that all merchandise offered for sale is properly licensed and complies with all trademark laws. Violation of this rule will cause forfeiture of all privileges, deposits, contracts and rights of participation by the violator.
- 7) Money raffles, games of chance with money payoffs or awards (including vehicles), cash lotteries, or any other gambling activities prohibited by State Law shall be prohibited on or about the Fairgrounds.
- 8) Booths may not be assigned, let, or sublet to other vendors

The Management of the Washington Town and Country Fair reserves the right to interpret the above rules and regulations and determine all matters pertinent thereto; also the right to amend and/or add such rules as may be deemed necessary.

PROHIBITED ITEMS:

The following items may not be sold or given away at any time by vendors or merchants at the Washington Town & Country Fair:

- Guns of any kind (including toys)
- Swords/Sabers (including toys)
- Snap-pops
- Whips, chains
- Handcuffs
- Knunchucks
- Knives (including toys)
- Electronic stun-guns
- Laser lights – strobe lights
- Silly string
- Mouth glow tubes
- E-Cigarettes
- Drug paraphernalia of any kind
- Stink bombs (including anything with an obnoxious odor)
- Chemical sprays (including mace and pepper spray)
- Other similar items that may be used as weapons

Any other item deemed dangerous, offensive, lewd, or in poor taste in the sole discretion of the fair board or the police department may be banned at anytime during the fair.

The judgment of the police department and fair board is final on this issue.

Failure to comply with regulations may result in a \$50 fine.



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