



2015 Harvest Fair Exhibit Space Application Form

(Food & Beverage, Commercial, & Farmer's Market Vendors)

Please **type or print** clearly in ink as you carefully complete pages 1 and 2 of this application form. Please remember, this is not a contract, do not send payment.

Incomplete or illegible application will forfeit consideration.

Section #1: Contact Information

Name of Company: _____
(Name that would appear on your contract and insurance, if approved for space)

Doing Business As: _____
(Name/Signage that would be visible to patrons)

Name of Owner: _____
(Name that would appear on your contract – person who is authorized to sign)

Name of Manager: _____
(Name of person who would run your operation at the Fair)

Permanent Mailing Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Business Phone: (_____) _____ **Cell Phone:** (_____) _____

Federal ID Number: _____

E-Mail Address (Required): _____

Section #2: Products and/or Services Offered:

List **ALL** items to be sold, exhibited and/or demonstrated. Gifts, novelties, and craft items must be **specifically and individually** listed. If a product is imported, list the country of origin. If approved for space, there is no guarantee all items requested/listed below will be approved. If you are providing a service or information, please explain what you will offer. If you need more space, please enclose a separate piece of paper.

Section #3: Photo or Schematic of Exhibit:

You **MUST** include a clear color photograph or a detailed professional schematic drawing of your exhibit or booth and enclose literature pertaining to your product(s) and/or service(s). **Applications without a photo or schematic will not be considered.**

Section #4: Location and Size of Space Desired

- ☐ **Central Marketplace:** Size of Garage Desired: _____ 9.5' x 9' for \$200 _____ 19' x 9' for \$375
Garages are for non-food vendors only, and include covered space with a lock-able pull-down door. Electricity (up to 1800 Watts) is included.
- ☐ **Farmers Market:** Number of frontage feet desired in 10' increments: _____ x 10' of depth
All spaces are \$75 regardless of size
- ☐ **Outside:** Number of frontage feet requested: _____ x _____ (# of depth feet) at \$20/foot of frontage. (Footage must include all tie-downs, overhangs, trailer hitches, etc.) All vendor types may apply for Outside Space.

Section #5: Utilities & Rentals

Electrical:

- ☐ Yes, I need Electrical. If yes, please specify below:
- | | |
|--|----------------------------------|
| <input type="checkbox"/> 120 Volt – Unlimited Amps \$100 | Number of 20 Amp Circuits: _____ |
| <input type="checkbox"/> 240 Volt –60 Amps and under \$250 | Estimated Amp Usage: _____ |
| <input type="checkbox"/> 240 Volt – Over 60 Amps \$350 | Estimated Amp Usage: _____ |
- ☐ No Electrical needed

Water & Sewer:

- ☐ Yes, I need access to Water or Sewer. If yes, please select from the following:
- ☐ Running Water ☐ Direct Sewer Connect ☐ Access to Water ☐ Access to Sewer
- ☐ No Water or Sewer needed

FOOD & NON-ALCOHOLIC BEVERAGE VENDORS:

Food & Non-Alcoholic beverage Vendors will be charged a Minimum Guarantee Deposit based on the front footage or 20% of gross sales less tax, whichever is greater. Guarantee Deposits must be paid no later than September 11, 2015. All percentage payments must be made by the end of business on Monday, September 28, 2015.

\$1,000,000 Liability Insurance is required of all vendors.

We reserve the right to accept or reject any applicant based on the uniqueness and quality of products sold, fair experience, services offered, or the appearance of your space / booth, and references from other fairs or shows at which you have exhibited.

I certify the information on this commercial exhibit space application is complete and true, to the best of my knowledge.

(Signature of owner as stated on page one)

(Date)

Please return this application no later than **August 28th** to:

MAIL: Wisconsin State Fair Park: Harvest Fair Exhibitor Services 640 S. 84th St. West Allis, WI 53214
EMAIL: ExhibitorServices@WiStateFair.com **PHONE:** 414.266.7040 **FAX:** 414-266-7055