



# Hall FOOD Vendor Application 2016

Contact: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 E-mail: \_\_\_\_\_  
 Website: \_\_\_\_\_

## For questions call or e-mail:

207-474-2947 or office@skowheganstatefair.com

## Hall Vendor Guidelines

### General Information

- Fair Dates:** August 11 - 20, 2016
- Set up:** (subject to change without notice)
  - Monday August 8<sup>th</sup> 9:00 am to 7:00 pm
  - Tuesday August 9<sup>th</sup> 9:00 am to 7:00 pm.
  - Wednesday August 10<sup>th</sup> 9:00 am to 7:00 pm.

### Booth Space

- All indoor concession spaces vary in size
- Each space includes 4 seasons passes with parking.
- Vendor must supply tables, chairs, decorations, etc..
- Detailed Vendor information is included in the contract.
- Pricing:**
  - Concession space - 1875.00 for 10 days
  - Please do not send payment with this application, a contract to be signed will follow with a deposit amount due at that time.
  - Any remaining balance will be due July 31, 2016.

### 6. Insurance:

Vendor also needs to supply the fair with a certificate of insurance stating they have a general liability policy of \$1,000,000.00, with the Skowhegan State Fair listed as additional insured.

### Availability:

- Please note the fair reserves the right to determine final Hall location due to space availability. Please remember available spaces may be limited.
- Concession spaces are limited and are given out on first come first serve basis, if corner spaces are no longer available you will be placed in a regular space.
- Returning Vendors:**
  - Vendors who attended in 2015 get first choice on space, prior to March 15<sup>th</sup>.
  - If you do not respond to this letter by March 15<sup>th</sup> you will forfeit your space.
  - Please let us know if you would like a different space than the one you had last year. We do our best to accommodate your request.
- New Vendors:**
  - Spaces are awarded on a first come first serve basis, after March 15<sup>th</sup>, in an available space.

## Returning Vendors

- Yes, we would like to return for 2016.
- Same space(s) as previous season
  - New space for 2016, Desired space # \_\_\_\_\_
- Sorry, we will not be able to attend this year.
- Please keep us on the mailing list for next year.
- We understand that should we return another year, the space we previously occupied may not be available.

**Returning Vendors please return your application by MARCH 15, 2016 to confirm your Space.**

**ME Sales Tax No.:** \_\_\_\_\_

**Product Description:** \_\_\_\_\_

## New Vendors

- We would like a vendor space in:
- Midway Hall  Constitution Hall

Please indicate space type & quantity:

Item:	Quantity	Rate	Amount
Concession Space		x\$1875.00	
<b>TOTAL</b>			

**THIS IS NOT A BILL, DO NOT SEND PAYMENT NOW**

Mail completed form to...

Skowhegan State Fair, PO Box 39, Skowhegan, ME 04976 [www.skowheganstatefair.com](http://www.skowheganstatefair.com)