

Vermont State Fair  
PO Box 10  
Rutland, Vermont 05702  
802-775-5200

802-775-9560 fax

email [VermontStateFair@outlook.com](mailto:VermontStateFair@outlook.com)

## VENDOR APPLICATION

This application does not guarantee you a space. A picture of your concession **MUST** accompany this application.

**2018 Fair Dates -- Tuesday August 14 through Saturday August 18**

Name of Company: \_\_\_\_\_

Name: \_\_\_\_\_

PO Box: \_\_\_\_\_ Street Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ State: Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Type of product sold or promoted: \_\_\_\_\_

Size of Space Needed: Frontage: \_\_\_\_\_ Depth: \_\_\_\_\_

Do you have (please circle): Trailer Tent Other: \_\_\_\_\_

Space Preferred (please circle) Inside Outside Either

Camping yes \_\_\_\_\_ no \_\_\_\_\_ Insurance yes \_\_\_\_\_ no \_\_\_\_\_

Electricity 110 v 220v amps - 20 30 40 50 60 70 100 200 ( circle needs)

### 2017 Rental Rates:

|                            |                                  |
|----------------------------|----------------------------------|
| Presidents Building        | \$20.00 per <b>frontage</b> foot |
| Vermont Building           | \$20.00                          |
| Other Fair owned Buildings | \$30.00                          |
| Ag Area (South of brook)   | \$25.00                          |
| Outside (North of brook)   | \$25.00                          |
| Under Grandstand           | \$30.00                          |
| Vermont Building Addition  | \$25.00                          |

Corners are double footage

Fees **include** city license and trash

Extra charges may be Camping, Insurance and Electricity

**Return to: Vermont State Fair PO Box 10 Rutland, Vermont 05702**

**or email to [VermontStateFair@outlook.com](mailto:VermontStateFair@outlook.com)**

Send no money with application. When approved you will be sent a contract which requires a deposit

**Vermont State Fair — Concessionaire Rules and Regulations**

1. DO NOT SET UP BEFORE CHECKING WITH MANAGEMENT FIRST.
2. Everyone must be set up and ready with vehicles off the midway by noon on opening day. (Tuesday)
3. The fair will close on Saturday this year. **No tear down until the fairgrounds closes on Saturday or you risk forfeit of your space for the following year. We prefer you to tear down on Sunday. No vehicles on the fairgrounds until the carnival closes on any day.**
4. NO ANIMALS other than ADA approved service animals will be allowed on the grounds.
5. Only vehicles that are part of your concession will be allowed on your lot. Only one such vehicle is allowed and only in certain areas of the fairgrounds. Placement of such vehicles must be approved by the Fair Management. Please use every effort to make it attractive. A camper fee will be charged for any vehicle used as living quarters. All RV's and camper trailers used for living will be placed in the campgrounds.
6. Subletting your space is prohibited.
7. There are NO Grandfather rights to any particular location. You can be relocated or eliminated if Fair Management determines it to be advisable. Contracts are not transferable without permission of the Fair Management.
8. **Do not put anything in front of your lot or booth.** Stay in line with your neighbor. All walkways must be kept clear. Flags, awnings, banners or other items flying over the walkway must be kept a minimum of 6 1/2 feet from the ground. **All barking, selling, and transferring product must be done within the boundaries of your rented space.** All concessions and displays must be attractive and professional. A clean, attractively flashed stand will take preference over a dirty makeshift one for choice locations. Tent material is preferred on stick concessions and blue tarps and unpainted 2x4's are prohibited.
9. Your entire rented space must be filled. No buffer zones.
10. Consumption of alcohol is only permitted in areas designated by Fair Management.
11. Vehicles will not be allowed on any midway or road where concessions or exhibits exist after 10 am on Wednesday through Saturday. All deliveries must be made before 10 am or after all patrons have left the grounds. Any deliveries made after 10 am must be hand carried or transported by dolly. No vehicles will be allowed on the grounds before the carnival closes on closing night. NO EXCEPTIONS. **The use of golf carts and similar vehicles are prohibited from noon to 10pm on the independent midway except those used by fair officials and by permission only. All such vehicles must be registered with the fair. Proof of liability insurance is required.**
12. You must be open during the posted hours for your area. Hours of operation are listed below.
13. We have a family fair policy that disallows anything drug related, obscene, vulgar or distasteful from being offered for sale or put on display. Our Family Fair Policy also includes a zero tolerance for obscene, vulgar or distasteful actions from any concessionaire. Selling or giving away as prizes, smoke bombs, sparklers, canned string, laser pointers or other items considered annoying or a nuisance is strictly prohibited.
14. The Vermont State Fair has a "Smoke Free Fair" policy. Smoking is prohibited on the grounds except for in designated areas marked out by the Fair. The Fair also prohibits the selling of any tobacco or tobacco products.
15. No tent stakes will be driven through the pavement. Tent Stakes exposed to the public must be covered with a slotted length of PCV pipe. Tents that are larger than 1,200 square feet are required by state law to have a tent permit. The tent permit is the responsibility of the concessionaire. Due to insurance requirements a safety inspection will be conducted prior to opening on the first day by Fair Management
16. The use of microphones is limited to certain areas and must have approval of the management
17. **All concessions must provide proof of insurance as set forth on the front of this contract.** The insured listed on the certificate must match the name of which this contract covers.
18. In the event that the City of Rutland adjusts the city license fee after this contract is issued, the contract will be adjusted to reflect the change.
19. All deposits are non- refundable. A deposit can be made during the fair for the following year. Leaving a deposit is subject to adherence to the rules on this page.
20. Grease must be disposed of properly at the expense of the concessionaire. Do not put in trash barrels or drains. Cardboard must be broken down. All direct wiring must be done by the Vermont State Fair electricians. All vendors must comply with all State regulations.
21. All concessionaires agree to pay all taxes that may be due, including but not limited to the 1% rooms, meals and entertainment tax to the City of Rutland. If you do not pay the 1% tax to the City of Rutland, you will not be invited back to the Vermont State Fair.
22. "Vermont State Fair" is a registered trade name with the State of Vermont Under no circumstance is anyone allowed to use the name "Vermont State Fair" without written permission from the Vermont State Fair Management
23. Anyone using propane tanks to operate their concession, must remove the tanks from the ground at the end of the fair. Bulk tanks on permanent buildings must be emptied at the end of the season. Personal generators are not allowed.
24. A concessionaire may be required to leave the Fair for non-compliance with these rules and regulations, and in such case no refund of rental or other charges will be made. If after the fair, cleanup of your space requires fair personal, you may be billed.
25. The Vermont State Fair reserves the right to adjust or add to the rules and regulations at any time as so long as the changes are mailed to the concessionaire by August 1st of that year.

Fairgrounds open Tuesday -- 1pm – 11pm      Wed., Thurs, Fri. & Sat.. – 8am to 11pm

Vendor's minimum open times;

|                                   |                        |                                   |                            |
|-----------------------------------|------------------------|-----------------------------------|----------------------------|
| <b>Ag area</b>                    | Tuesday -- 1pm to 10pm | Wed., Thurs., Fri. -- 9 am – 10pm | Sat -- 9am to 10pm         |
| <b>Buildings</b>                  | Tues. -- 1pm to 10pm   | Wed. – Thurs. –10am to 10pm       | Fri. & Sat. 10am -10pm     |
| <b>All Outdoor North of Brook</b> | Tuesday – 1pm to 11pm  | Wed. & Thurs. - 10am to 11pm      | Fri. & Sat. – 10am to 11pm |
| <b>Carnival</b>                   | Tuesday -- 5pm to 11pm | Wed. & Thurs. -- 11am to 11pm     | Fri. & Sat 11am to 11pm    |

## Vermont State Fair 2018 Electrical Rates

A fee for electrical will be an additional cost added to your contract. Everyone is charged an electrical fee based on the schedule listed below. Please be sure to check the appropriate box for the amount of power you will need.

ELECTRICAL USE WILL BE CHECKED BY OUR FAIR ELECTRICIANS.

### ELECTRICAL FEE SCHEDULE These fees are based on a per service basis for five days

| AMPS     | VOLTS                | FEE CHARGED | (X) BOX | TOTAL FEE |
|----------|----------------------|-------------|---------|-----------|
| 20 amps  | 110(Minimum inside)  | \$ 20.00    | _____   | _____     |
| 20 amps  | 110(Minimum outside) | \$ 35.00    | _____   | _____     |
| 30 amps  | 110-220              | \$ 60.00    | _____   | _____     |
| 40 amps  | 220-240              | \$ 75.00    | _____   | _____     |
| 50 amps  | 220-240              | \$ 95.00    | _____   | _____     |
| 60 amps  | 220-240              | \$100.00    | _____   | _____     |
| 70 amps  | 220-240              | \$115.00    | _____   | _____     |
| 100 amps | 220-240              | \$150.00    | _____   | _____     |
| 200 amps | 220-240              | \$300.00    | _____   | _____     |

If you are unsure of your electrical requirements, please list all the appliances that you have and your rate will be set accordingly. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- All wiring must be done by our fair electricians and hard wiring will involve an additional charge of \$10.00. You must provide your own wiring.
- The State requires that you supply your own 12-3 grounded extension cords, sub panel, and other equipment necessary to reach electrical panels.
- All electrical equipment brought onto the fairgrounds shall be in good condition and state certified.
- Rutland County Agricultural Society, Inc., d/b/a Vermont State Fair, is not responsible for any damage that may be caused by power outages or surges.

**PLEASE COMPLETE AND RETURN THIS FORM WITH YOUR APPLICATION to The Vermont State Fair**

**Vermont State Fair**  
**2018 Camper Space Reservation Form**

1. No animals are allowed on the fairgrounds, unless they are part of an exhibit or they are ADA approved service animals. Pets are allowed in camping area only and must be leashed and not left unattended while outside camper.
2. All camping on the fairgrounds is by permit and payment in full in advance ONLY.
3. One support vehicle is allowed per camper unit. All others must park in parking lots.
4. Please respect your neighbors. Use of awnings is not allowed. Keep pets quiet.
5. All campers with an air conditioning unit will be charged accordingly even if you do not plan to use it.
6. Quiet time is midnight to 7 am

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Concession or Vendor \_\_\_\_\_

Agricultural: Cattle, Horse, or 4-H \_\_\_\_\_

Other: \_\_\_\_\_

Type of Camper: \_\_\_\_\_ Length: \_\_\_\_\_

Camper plate#: \_\_\_\_\_ State: \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

Does your camper have an air conditioning unit? (Please circle) YES NO

We are making every effort to place all campers in the campground. Those who use their camper for sales and live in them will be charged a camping fee.

**Camper Fees:**

|   |                           |
|---|---------------------------|
| Dairy, 4H (water & electric)            | \$10.00 per day           |
| All others                              |                           |
| Water, sewer, and electric (limited)    | \$25.00 per day           |
| Water and electric                      | \$20.00 per day           |
| Dry (no utilities)                      | \$15.00 per day           |
| All campers with air conditioning units | additional \$5.00 per day |

Prices are based on 30 amp/110V electric use. Additional electrical may be available at a cost. Generators not allowed.

**Return to: Vermont State Fair**

**PO Box 10**

**Rutland, VT 05702**

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Dear Potential Concessionaire/ Vendor

We invite you to be part of the 173rd annual Vermont State Fair, **August 14<sup>th</sup> through August 18<sup>th</sup>**, 2018. We are now booking space for VT Crafts and Products, Commercial vendors, Food Vendors, and interactive games or exhibits, inside and outside. **Call for special rates for large areas for machinery and equipment**

We are continuing last year's venue of five days. **Amusements of America** is again our Carnival ride company. Woodbooger will again be our demo derby provider. We will continue to field more free grounds acts and entertainment than any Vermont Fair. Last year we had eleven free venues producing over fifty separate shows. Keep up to date on our entertainment schedule at our website [www.vermontstatefair.org](http://www.vermontstatefair.org)

Please do not send money with your application. The completion of this application does not guarantee you a space. If your application is approved, we will forward a contract with the dates for payments listed.

We look forward to your participation. If you have any questions please contact our concessions superintendent, Luey Clough at 802-259-3491 or Email [vermontstatefair@outlook.com](mailto:vermontstatefair@outlook.com)

Very Truly Yours,  
The Officers and Trustees of the Vermont State Fair