

Vermont State Fair
PO Box 10
Rutland, Vermont 05702
802-775-5200
802-775-9560 Fax

Dear Potential Concessionaire/Vendor,

We invite you to participate in the 178th annual Vermont State Fair, **August 13th through August 17th, 2024**. We are now booking space for Crafts and Products, Commercial Vendors, Specialty Food Vendors, Interactive Games, Educational and Informational Exhibits, both inside and outside. Special rates are available for large areas of machinery and equipment and for educational exhibits.

Our five day **178th** year fair will feature a demolition derby, a Professional Rodeo, a motorsports show, and we are in final negotiations for this year's big name acts. Follow us on Facebook or check out our website at **www.vermontstatefair.org** for updated information as it becomes available.

Do not send money with your application. The completion of this application does not guarantee you a space. Once the application is approved, we will forward you a contract to be signed and sent back with payment.

We look forward to your participation. If you have questions, please contact Heidi Congdon, Concessions Superintendent, at 802-353-6838 or rcasconcessions@gmail.com.

The 177th Vermont State Fair was extremely successful, and we look forward to continuing to build momentum in 2024.

Robert Congdon, Jr.
President – Vermont State Fair

The Vermont State Fair
PO Box 10
Rutland, Vermont 05702
802-775-5200 phone 802-775-9560 fax
email RCASConcessions@gmail.com

VENDOR APPLICATION

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

2024 Fair Dates - Tuesday, August 13 through Saturday, August 17

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 Trailer _____ Tent _____ Other: _____

Space Preferred Inside _____ Outside _____ Either _____

Camping yes _____ no _____

Need Insurance? (\$125) Yes _____ No _____

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

2024 Rental Rates: per frontage foot except corners

Presidents Building - \$20.00 (example: 10x10 space = \$200)

Vermont Building - \$20.00

Rented Fair Owned Buildings - \$32.00

Ag Area (South of brook) - \$22.00

Outside (North of brook) - \$27.00

Under Grandstand - \$32.00

Vermont Building Addition - \$27.00

Corners are 1 ½ x footage

Special Rates for large displays

Fees include city license and trash pick up

Extra charges are Camping, Insurance and Electricity

Return completed Application to: The Vermont State Fair, PO Box 10, Rutland, Vermont 05702 or email to RCASConcessions@gmail.com *Send no money with application. When approved, you will be sent a contract which requires a deposit.*

The Vermont State Fair

Concessionaire Rules and Regulations 2024

1. DO NOT SET UP BEFORE CHECKING WITH MANAGEMENT FIRST.
2. Everyone must be set up and ready with vehicles off the midway by **4pm** 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. RV's and camper trailers used for living only 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 over 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 any night. NO EXCEPTIONS. **The use of golf carts and similar vehicles are prohibited from 1pm 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 at least the posted hours for your area. Hours of operation are listed below. Closing times can vary depending upon crowd and weather at the discretion of fair officials.
13. **We have a family fair policy that disallows weapons, illegal drug related items, obscene, vulgar, hateful or distasteful items from being offered for sale or put on display. Our Family Fair Policy also includes a zero tolerance for obscene, vulgar, hateful 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. Gun Raffles are allowed with rules.**
14. The Vermont State Fair has a "Smoke Free Fair" policy. Smoking or vaping 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 or purchase from the Fairs insurer.** 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. Ask for container location. 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, the city will not issue your license to operate.
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 personnel, 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 long as the changes are mailed to the concessionaire by August 1st of that year.

Hours of Operation

Fairgrounds:	Tuesday - 5pm to 11pm	Wed. through Sat. - 8am to 11pm
Ag area:	Tuesday - 5pm to 10pm	Wed. through Sat. - 8am to 10pm
Buildings/Presidents Area:	Tuesday - 5pm to 10pm	Wed. through Sat. - 11am to 10pm
All Outdoor/North of Brook:	Tuesday - 5pm to 11pm	Wed. through Sat. - 11am to 11pm
Carnival:	Tuesday - 5pm to 11pm	Wed. through Fri. - 1pm to 11pm Sat. - 11am to 11pm

The Vermont State Fair 2024 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	\$ 90.00	_____	_____
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 or appropriate SO cord, sub panel, and other equipment necessary to reach our 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**

The Vermont State Fair

2024 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 the 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. Quiet time is midnight to 7 am
5. Camping is at your own risk. The RCAS is not responsible for any damage, theft, or loss of property due to an act of God.

Event Name: _____

Name: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Vendor or Agricultural: _____

If Agricultural: Cattle, Horse, or 4-H _____

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 for Event Participants below - (add \$5 per day for non-participants/public)

Water, sewer, and electric (limited)	\$35.00 per day		
Water and electric	\$30.00 per day	Dairy/4H - (water & electric)	\$30.00 per day
Dry (no utilities)	\$20.00 per day		

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

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Attn: Concessions
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