



# Hall Vendor Application 2017

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 10 - 19, 2017
- Set up:** (subject to change without notice)
  - Monday August 7<sup>th</sup> 9:00 am to 7:00 pm
  - Tuesday August 8<sup>th</sup> 9:00 am to 7:00 pm.
  - Wednesday August 9<sup>th</sup> 9:00 am to 7:00 pm.

### Booth Space

- All spaces are 10'x10'.
- Each space includes 2 seasons passes with parking.
- Vendor must supply tables, chairs, decorations, etc..
- Detailed Vendor information is included in the contract.
- Pricing:**
  - Corner space - \$350.00 for 10 days
  - Single side space - \$300.00 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, 2017.**

### 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.
- Corner 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.

### 3. Returning Vendors:

- Vendors who attended in 2016 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.

### 4. 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 2017.
- Same space(s) as previous season
  - New space for 2017, 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, 2017 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
Corner Space		x \$350.00	
Single Side Space		x \$300.00	
<b>THIS IS NOT A BILL, DO NOT SEND PAYMENT NOW</b>			<b>TOTAL</b>

Mail completed form to...

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