

WYOMING STATE FAIR AND RODEO



VENDOR SPACE APPLICATION

FOR August 15 – 19, 2023

P.O. Drawer 10 Douglas, WY 82633

Phone (307) 358-2398 • Fax (307)358-6030

Devin Finson (Vendor Manager): devin.finson@wyo.gov

Website: www.wystatefair.com

(COMPLETE BOTH SIDES)

This **APPLICATION** for space is hereby prepared and submitted to the **WYOMING STATE FAIR**

For consideration in allocating space for the **WYOMING STATE FAIR, AUGUST 15-19, 2023**

Indoor vendors open @ 10:30 a.m., Tuesday, August 15, 2023. Outdoor vendors @ 10 a.m., Tuesday August 15, 2023

WHAT ARE YOUR SPACE REQUIREMENTS?

(All fees are subject to change unless otherwise noted in final signed contract)

- Covered Commercial:** 10' x 10' \$275
- Outside Commercial:** 20' x 30' \$325 (Price includes one 20 amp/120v hookup, any additional needs will be charged accordingly. \$45 for each additional 20 amp; \$70.00 for 30 amp (if available)
*See back of this form for more electrical information.
- Farm & Ranch:** 50' x 25' \$500 (these spaces do not include power)
- Food Concession:** Food Court \$1,100.00 or Grandstand full meal space \$1,300.00
- Impulse Food Concession:** 20' x 30' \$600
(Impulse Food space is defined in WSF Commercial Exhibitor Policies and Procedures Handbook).
- Campground:** Camping (Mon., Aug. 14 thru Sat., Aug., 19) Daily \$40.00/per day

The undersigned certifies that all questions have been answered correctly.

PLEASE TYPE OR PRINT ALL INFORMATION

Name of Company: _____

Company Mailing Address: _____

City _____ State _____ Zip _____

Name of Contact Person or Applicant (PLEASE PRINT) _____

Mailing Address _____ City _____ State _____

Phone: _____ and Cell# _____

Email address _____ Website _____

***NOTE: All space requested must include total footage needed by applicant for awnings, tanks, trailer tongues, overhangs, tent ropes & stakes, etc.**

LIST ALL ITEMS you wish considered for display or sale from this space. Attach list if additional room is needed.

(Wyoming State Fair management reserves the right to approve or disapprove items for display or sale.)

You must include a current picture or sketch of your proposed display or concession with this application.

All concession trailers, tents and exhibit areas **MUST** be clean, orderly, safe and presentable to the public and **MUST** meet all State rules and regulations. Wyoming State Fair management reserves the right to approve or disapprove space rental.

WHAT UTILITIES WILL YOU NEED?

- 120V Electricity (One 120v/20 amp included in booth rental, anything more than one will be an additional charge of \$45.00 for 20 amp; \$70.00 for 30 amp (if available))
- 240V Electricity Specify amperage: _____
(Additional charge of \$115.00 to applicant; must be paid for on day of hookup.)
- Special electrical request (Additional charge to applicant, priced on request if available) (Specify)

ELECTRICAL SERVICE CALLS AFTER INITIAL HOOK-UP ARE THE FINANCIAL RESPONSIBILITY OF THE VENDOR IF THE CALL(S) IS DUE TO OVERLOADED OR UNAPPROVED USE OF AVAILABLE ELECTRICAL POWER. (NO EXCEPTIONS).

INSURANCE

Insurance coverage in the amount of \$500,000 general liability will be required listing Wyoming State Fair as the Certificate Holder.

Proof of insurance must be filed with the Wyoming State Fair office.

All food concessions will be required to provide product liability insurance, as well. All insurance policies must be submitted in advance, no later than July 1.

REFERENCES - List name, address, and phone number of another fair or event you worked with (within past 12 months).

Mail this application to the address listed on the front.

By entering into this Agreement the Subscriber agrees to have their credit card billed for completion of transaction. If the credit card is denied, WSF will attempt to contact the Subscriber to arrange alternative payment, however it will be the sole responsibility of the Subscriber to arrange alternative payment.

This disclaimer of liability applies to any damages or loss caused by any failure to performance, error, omission, interruption, deletion defect, delay in operation or transmission, computer virus, communication line failure, theft or destruction or unauthorized access to, alteration of, or use of record, whether for breach of contract, tortuous behavior, negligence, or under any other cause of action, subscriber specifically acknowledges that State of Wyoming, State Fair Division is not liable for the defamatory, offensive or illegal conduct of other subscribers or third-parties and that the risk of loss from the foregoing rests entirely with subscriber.

You will be notified if there is space available, total fees, and when deposit money will be required.

Contracts issued only after it is determined space is available.