



2019 VENDOR SPACE RATE GUIDE

GENERAL RULES (see application for additional rules and information)

- Rent and security deposit will be calculated by the Outagamie County Fair Association
- Trailers may remain overnight in fair designated parking areas.
- Trailers or trucks requiring electricity for cold storage - \$250 each.
- Campsites are available on a first come - first served basis for \$150.00 each.
- Additional fee may apply for heavier electric use (determined by fair electrician).
- Skirted Tables \$40, Plain tables \$25, Padded chairs \$5 – or bring your own tables and chairs.
- Additional passes may be purchased by 5:00 PM Tuesday (daily \$3 each, season \$10 each)
- A **security deposit** (CASH ONLY) equal to ½ space rental fee will be required at check-in. (Security deposit capped at \$200 for inside vendors and \$500 for outdoor or food vendors.) The security deposit will be held to guarantee that vendor's booth and display remain open for business and intact until 6:00 PM Sunday and that the vendor fulfills all contract requirement and surrenders space in a clean and undamaged condition. For vendors who have met the above conditions, the security deposit will be returned at check-out (approximately 6:30 PM Sunday). Security deposits not claimed by 12:00 PM Monday shall become the property of the Outagamie County Fair.
- No holes are to be made in the blacktop area without prior approval of the OCF. Non-compliance may result in loss of security deposit.
- Liability insurance is required. Insurance may be purchased as an additional insured under the Outagamie County Fair Association's policy for \$100 per booth.
- All vendor assigned locations will be assigned on an annual basis and may change from year to year.
- Food vendors are responsible for a commission fee of 5% on all sales above the footage fee.
- Basic services fee applies to all vendors – **see below**.
- Electrical drop – Vendors are allowed (with proper paperwork) 1 electrical drop per unit (trailer, tent, truck, camper, etc) For any additional electrical drops, there will be an additional \$100 fee. Please note all required electrical drops on application. Late notice of any electrical drops will incur additional fees.
- The fair electrician will be assigned all power hook-up tasks through the fair office. Please do not contact the electrician directly.

INDOOR SPACES

Multiple indoor spaces may be combined as one booth

10' x 10'

\$200

Vendor's display, signs, and personnel must remain within the assigned space.

10' x 15' wide

\$300

Vendor's display, signs, and personnel must remain within the assigned space.

+ Basic services fee: \$35.00 for all vendors (includes 2 season passes, pipe and drape, basic 110v electricity, and internet).

OUTDOOR SPACES (other than food)

Basic section is 10 feet wide by 15 feet deep plus additional space in 5 foot increments.

10' wide x 15' deep	5' x 15'
\$200	+\$100 each additional five feet
Vendor's display, signs, and personnel must remain within the assigned space.	

Large Ag and Equipment displays

Call for pricing

+ Basic services fee:

\$35.00 per unit (includes 2 season passes per unit, **110v** electricity).

OR

\$65.00 per unit (includes 2 season passes per unit, **220v** electricity).

FOOD VENDOR SPACES

Base section is 10 feet wide by 15 feet deep - additional space in 5 foot increments.

<p>10' wide x 15' deep</p> <p>\$360</p> <p>Vendor's trailers, tents, tie downs, signs, awnings, and personnel must remain within the assigned space.</p> <p>Supply storage trailers and trucks will generally not be allowed in the midway area. Trucks and storage trailers requiring electricity must be parked per management direction.</p>	<p>5' x 15'</p> <p>+ \$180 each additional five feet</p>	<p>\$250.00 per supply truck/trailer requiring electricity (includes 2 season passes per unit, electricity).</p>
		<p>Please list each unit/tent/trailer/truck (including storage trailers and trucks).</p>
		<p>Customer access is presumed to be from the pedestrian boulevard. If you wish to have other customer access points, please request sufficient space to accommodate your customers.</p>

PEDESTRIAN BOULEVARD

Fryers, grills, and other cooking appliances that use or produce oil/grease are subject to inspection by the fire inspector. Units that must be inspected will incur a \$50 surcharge to help cover this cost. Please indicate on the application if the unit will be using a fryer, grill, or other cooking appliance that uses or produces grease or oil.

Food vendors are responsible for a commission fee of 5% on their gross receipts above the footage fee.

+ Basic services fee:

\$50.00 **per unit** (includes 2 season passes per unit, 1 electrical drop (**110v**), water).

OR

\$100.00 **per unit** (includes 2 season passes per unit, 1 electrical drop (**220v**), water).
