



2023 Central Wisconsin State Fair Merchandise Vendor Contract

Valid for the following CWSF Dates: Tuesday, August 22nd – Sunday, August 27th, 2023

Vendor Booth Name: _____

Business Owner's Name(s):

Address: _____

Primary Phone Number: _____ Secondary Number: _____

Email(s): _____

Person(s) managing operations during the Fair: _____

Business/Product Description(s): This will be posted on our website.

BOOTH REQUEST:

Inside: Wall booths are \$325.00 and center booths are \$300.00 each.

Expo I: (10' x 10')

Number of wall booth(s): _____ x \$325 per space = \$ _____

Number of center booth(s): _____ x \$300 per space = \$ _____

Outside: Trailer, hitch, awnings, and swinging doors must all fit within the rented space.

Expo Row: (10' x 10' space outside the Expo I building)

Number of booths needed: _____ x \$250 per space = \$ _____

Barnyard Court: (10' x 10' grassy, black top, or gravel area around the Round Barn)

Number of booth spots needed: _____ x \$375 per space = \$ _____

Machinery Row: (50' x 20' grassy area near main gate entrance.)

Number of booth spots needed: _____ x \$400. per space = \$ _____

For questions, please contact the following people:

CWSF Office Admin – (715)-387-1261 or eventmanager.cwsf@gmail.com

Kriss Schmitt – (715)-383-9626 or kaileyskandlesllc@gmail.com

Nick Wayerski – (715)-773-1509 or nick@marshfielddrones.com

OFFICE USE ONLY

The CWSF hereby leases to concessionaire the following space for the above Fair dates.

Space rented: _____.

This will be filled out at a later date and will be in your concessionaire packet.

Circle one:	OFFICE USE ONLY			
Cash / Check	Check#:	Amount: \$	Date:	Initials:

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INSURANCE

A minimum of one million dollars (\$1,000,000) liability insurance per occurrence is required, naming the Central Wisconsin State Fair, City of Marshfield, and Wood County Board as additional insured. Insurance certificate MUST be in our office by the first day of the Fair.

If you have questions or concerns about insurance, please contact us.

HOURS OF OPERATION

Set-up dates is August 21st, 2023. All vendors must be set-up and spaces must be occupied no later than 11:00 AM each day of the CWSF. Nightly shut-down will be at 10:00 PM each evening.

ELECTRICAL

Please list the number of receptacle(s) that you will need. Extension cords or power strips to split an electrical outlet to multiple plugs are NOT permitted. Refer to the electricity section in your vendor / concessionaire handbook.

- 20 AMP, 120 Volt at \$35.00 each per week. Number needed: _____ = \$ _____

PARKING

Each vendor will receive one (1) general Gate F parking pass. You may purchase additional Gate F parking passes for \$10 each in the CWSF office upon an approved explanation. All vehicle passes, upon full payment, will be in with your concessionaire packet. These passes must be put in your vehicle window and be visible at all times during Fair. Vehicles without a pass may be towed at the owner’s expense.

- Number of Gate F Parking Passes: _____ x \$10.00 each = \$ _____

GATE PASSES

Each vendor will receive twelve (12) free day gate passes. An additional eight (8) day passes can be purchased for \$6 each. These passes can **NOT** be resold or given out to the general public.

- Number of passes needed: _____ x \$6.00 each = \$ _____ (8 max)
- Number of passes needed: _____ x \$10.00 each = \$ _____ (unlimited)

ATV & GATORS

If you plan on having an ATV or gator on the fairgrounds, you must provide proof of insurance. Vehicles without a pass, which will be provided upon proof of insurance, will be asked to remove their vehicle from the grounds until insurance is provided. NO EXCEPTIONS. •

Number of ATV/Gator passes needed: _____

CAMPING

Camping forms and prices can be found in the Fair office or on the CWSF website at: www.centralwisconsinstatefair.com.

COVID-19 CONSIDERATIONS:

Renter agrees that the Rental will follow all current CDC Covid-19 guidelines.

FORCE MAJEURE: CWSF shall not be liable for any failure or delay in Renter’s Event for any failure to perform any provisions hereof resulting from fire or other casualty, riot strike or other labor difficulty, governmental regulation or restriction of any cause (including, but not limited to, pandemic restrictions) beyond CWSF’s control.

COMMERCIAL VENDOR SERVICES TOTAL

Total Booth Space Rental(s):	\$
Electric:	\$
Will you be Camping? <i>Please circle one.</i>	Yes / No
Additional Gate Passes:	\$
Additional Parking Passes:	\$
Total:	\$

This contract and full payment must be postmarked no later than the first of June. After this date, your booth space will no longer be reserved and may be rented to other interested vendors.

New vendors filling out this contract after June 1st must return this contract with full payment to the CWSF office within seven (7) days to reserve their space. After 7 days, the space will no longer be held.

Vendor packets should be picked up in the fair office on or after August 1st. Vendors that will require their packets to be mailed to them should let the CWSF office know by August 1st. Packets will not be mailed out after August 7th.

By signing the 2023 Central Wisconsin State Fair (CWSF) Merchandise Vendor’s Contract, you are hereby acknowledging that you have read and agree to all stated policies set forth by the CWSF (*Please read the Vendor Manual, which can be found on the CWSF website, before signing this agreement.*). Violation or non-compliance of these policies will result in the CWSF’s decision to request your immediate removal from the fairgrounds. Such removal will result in the loss of all the vendor payments made to the CWSF, and may result in your inability to return in future years.

Spaces will not be guaranteed until this contract and full payment have been received by the CWSF office and has signed by both parties. The CWSF reserves the right to move any vendors. A copy of your signed contract will be emailed back to you upon the approval from the CWSF Executive Director.

Vendor Signature: _____ Date: _____

CWSF Director Signature: _____ Date: _____

Please return completed form(s) to: CWSF, 513 East 17th Street, Marshfield, WI 54449

Phone:(715)-387-1261 Email: eventmanager.cwsf@gmail.com

Website: www.centralwisconsinstatefair.com