



4th of July Festival Commercial Vendor Application

San Bernardino County Fair

14800 Seventh Street ◇ Victorville, Ca 92395

(760) 951-2200 ◇ Fax: (760) 951-2419

www.sbcfair.com

Vendor Space Pricing for 2024

\$75.00 no Electricity – 10 x 10

\$100.00 w/Electricity – 10 x 10

\$150.00 w/Electricity – 10 x 20

Dear Commercial Vendor,

Thank you for your interest in the 4th of July Festival at the SBC Fair.

Event hours: 4:00PM – 10:00PM

Over 10,000 in attendance in just one night!

It is important your application be complete and include photos of your product(s) and booth set-up. Please do not send multiple emails; this will only slow down the process. Only fully completed applications will be reviewed. **Incomplete applications are not returned for completion.** Those not selected upon the first review may be placed on a waiting list if additional space becomes available. Applications are reviewed on their own merit, not a first-come, first-serve basis.

Enclosed you will find an application, instructions for completing the application and additional information about our event. **We urge you to take a moment to read the entire packet of information prior to filing out the application.**

Selection criteria is based on, but not limited to:

- Product balance within the event
- Ability to set up a professional/attractive display
- Uniqueness and appeal of product
- Space Availability

Again, thank you for your interest,

Katherine Chamberland

kchamberland@sbcfair.com

760-951-2209

San Bernardino County Fair

14800 Seventh Street • Victorville, California 92395

Phone: (760) 951-2200 Direct Line: (760) 951-2209

Website: www.sbcfair.com ♦ Email: kchamberland@sbcfair.com

Please review these instructions carefully as the application changes from year to year.

Instructions for completing the application follow.

1. Please type or print legibly in ink only.
2. This application is neither an offer nor a guarantee of space.
3. All questions must be answered completely before consideration for space can be given. Incomplete applications will not be accepted or returned.
4. Be sure the information you give is accurate, as it will be representation of your business to the selection committee.
5. A current photo and/or drawing of your proposed booth in operational form are required with each application. All photos become property of the San Bernardino County Fair and will not be returned.
6. The list of products you are requesting to sell/display/promote/giveaway must be specific. Words such as “accessories”, “related products”, “gifts”, “etcetera”, and other vague descriptions are not acceptable. If a contract is issued, it will be assigned based on this list only, so please be thorough. We will verify items in your booth match your contract throughout the event.
7. Picture(s) or an informational brochure that visually describes each product must be included with your application. Please be certain to label all attachments with product name, company name, and price. (Please keep items to 8½” x 11” or smaller).
8. Samples of any handouts, brochures, catalogs, etc. must be attached and labeled with your name if you are planning to distribute them from your booth.
9. Sound transmissions such as radios, televisions sets, and voice amplification systems are subject to prior approval of the event. Volume in excess of conversational levels is strictly prohibited. The fair reserves all rights to turn down/ off. **This privilege may be revoked at any time during event.**
10. If you are selected as a commercial vendor, you will be required to fill out a **MEGAN’S LAW**, to ensure public safety and awareness. The SBC Fair’s policy requires that all persons conducting business during any SBC Fair event shall provide the necessary personal information to enable their names to be searched through the Department of Justice’s Megan’s Law file. Failure to do so will result in a forfeit of your booth fee.
11. If you are selected as a commercial vendor, Fair Management will determine the location of your booth. In order to do so effectively, **please indicate your preference for outdoor location and size.**
12. **DO NOT SEND MONEY** with this application. If you are selected, you will be notified by phone or email. Please note if your company is selected, 50% of your booth fee will be required as a deposit. This deposit is non-refundable but will be applied to your overall booth fee.
13. Make sure you sign the application where indicated.
14. Separate the completed application from these instructions and mail or email application with attachments to:

San Bernardino County Fair

Attn: Katherine Chamberland

14800 Seventh Street Victorville, Ca. 92395

kchamberland@sbcfair.com

2024 4th of July Festival Commercial Vendor Space Request Form

All information is required for consideration. Picture(s) of your product and booth set-up must be attached to this request.

We strive to be as “green” as possible; it is important to provide an e-mail address so we can provide you with the fastest service and most up-to-date information.

Please Print

Business Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contract signer: _____ Contact person (if different): _____

Daytime Phone: _____ Cell Phone: _____

E-mail: _____

A copy of your California State Sales Tax Permit, and the # listed below: If you are selling a product that requires a sellers permit you MUST include your sellers' permit.

_____ for information or permit, contact the State of California at: (909) 680-6497
(Example: SREH23-0000001)

Important! If selected as a vendor, your Permit must have our address listed.

Space needed: (Space cannot be guaranteed. List preference below)

_____ 10 x 10 no Electricity or _____ 10 x 10 w/Electricity
_____ 10 x 20 w/Electricity or _____ Booth space requested (Specify size)

Electricity: _____ Yes - (One (1) 15 amp/110 volt service only included)

_____ No – Electricity required

_____ Other: Please specify and we will call you: _____

Insurance: _____ I need to purchase State of California coverage for \$35.00 (\$45.00, if a food product).

_____ I have my own insurance and will send you an original copy of my \$1,000,000 Liability
Coverage by June 30, 2024, with the following printed on it as additional insured:

“The State of California, the California Fair Services Authority, the District Agricultural Association, County Fair, the County in which the County Fair is Located, Lessor/Sublessor if fair site is leased/subleased, Citrus Fruit Fair, or California Exposition and State Fair, or Entities (public or non-profit) operating California designated agricultural fairs, their directors, officers, agents, servants and employees are made additional insured, but only insofar as the operations under this contract are concerned.”

_____ I am on the CFSA Master Insurance List # _____

I use sound equipment: _____ Yes _____ No

For the purpose of: _____

Complete list or description of product or service - list every product to be considered. Use another sheet of paper if necessary:

**** Please note: No Product can be added later without the SBC Fair Management Approval. ****

Other Fairs/Events I have vended with:

Name: _____ Dates: _____ Phone # _____

Name: _____ Dates: _____ Phone # _____

Name: _____ Dates: _____ Phone # _____

Name: _____ Dates: _____ Phone # _____

Signature: _____

Date: _____

Print Name: _____

Please Note:
The San Bernardino County Fair Management has the right and authority to arrange spaces or to move a vendor to another location in the best interest of the event. Acceptance of this application does not guarantee a space at the event. If approved, we will notify you by phone and/or email. If your company is offered a booth space at our event, a non-refundable deposit will be required to secure the space within 10 business days of offer. If the deposit is not received in the 10 business days of offer, the space maybe offered to another vendor.