

# EL PASO COUNTY FAIR-EARLY BIRD COMMERCIAL EXHIBIT APPLICATION July 13-20, 2024 Early Bird Discount good thru December 31, 2023 only

Company Name: \_\_\_\_\_ Contact Person \_\_\_\_\_  
(please print) (please print)

Address: \_\_\_\_\_ Telephone \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Does any employee of El Paso County/member of the Fair Advisory Board have a financial interest in your company?

 Yes No

If yes, Name and Relationship

\_\_\_\_\_

Describe your booths operation / products etc. Use additional sheet if necessary. Only items listed will be considered / allowed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

New Vendors only—List any rodeo, fair, or event at which you were a concessionaire, along with contact information. \_\_\_\_\_

\_\_\_\_\_

List your complete electrical requirements. Electric available for non-food vendors is primarily 20 amps / 110 v. 50 amp / 220 v may be available upon request. 20 amp/110 v \_\_\_\_\_ 50 amp/220 v \_\_\_\_\_  
Qty Requested Qty Requested

List total amount of space desired. Footage must include all awnings, supports poles, tie-ons, storage areas, trailer hitches, etc. FRONT FOOTAGE \_\_\_\_\_ DEPTH \_\_\_\_\_

Do you need to park a stock truck? \_\_\_\_\_ If yes, what size \_\_\_\_\_ Is power required? \_\_\_\_\_  
Stock trailers or vehicles that do not fit in a vendor's designated camping space will require a \$50 parking fee for the duration of the fair.

Will you require a camping space? \_\_\_\_\_ If yes, do you require electricity? \_\_\_\_\_  
Electrical for camping is primarily 30 amp. Alternate locations may be 20 amp only. Early arrivals for camping must make prior arrangement with the Fair Office. (\$130 for 10 days)

Photos of your booth as it is operated are required with application. Storage areas must be completely enclosed. All signs must be professional quality. Advertising outside of the contracted space is prohibited.

## ATTENTION !!

### EARLY BIRD BOOTH DISCOUNT -

A 10% Early Bird booth discount will be offered when your application and payment are received in full by December 31, 2023.

Terms of the Vendor contract requires that all final payments and supporting documents for previously submitted applications must be received no later than June 15, 2024. Any new contracts received after May 1, 2024 will require full payment, either by credit card, cash or certified funds. NO CHECKS WILL BE ACCEPTED AFTER June 15, 2024.

The Vendor Committee will consider a refund on a cancellation if contacted thirty days in advance of the Fair. The vendor fee will be refunded only if the Vendor Committee is able to resell the booth space. The committee reserves the right to resell any booth space that is not set up completely by 5 pm the Friday night before opening day of fair unless prior arrangements are made. Written request for a refund is required and must include explanation for the request. All refund requests must be approved by the Vendor Committee.

# BOOTH SPACES AND FEES

Please mark to indicate which booth space you prefer

<input type="checkbox"/>	<b>MIDWAY OUTSIDE BOOTH SPACE w/out electric (20' deep)</b> Total length of space needed must include tongue, hitches, tents etc. Total length _____ X \$10 / ft = <b>After June 1 Price \$15 / ft.</b>	\$ _____
<input type="checkbox"/>	<b>MIDWAY OUTSIDE BOOTH SPACE with electric (20' deep)</b> Total length of space needed must include tongue, hitches, tents etc. Total length _____ X \$13 / ft = <b>After June 1 Price \$18 / ft.</b>	\$ _____
<input type="checkbox"/>	<b>GRANDSTAND INSIDE BOOTH SPACE with electric / 8 days</b> 8' deep X 10' front \$340 / space <b>After June 1 Price \$390</b>	\$ _____
<input type="checkbox"/>	<b>DAILY SPACE - GRANDSTAND INSIDE BOOTH- with electric</b> 8' deep X 10' front Limited number of booths available. List days / dates _____ X \$100 / day <b>After June 1 Price \$125/Day</b>	\$ _____
<input type="checkbox"/>	<b>DAILY SPACE - MIDWAY OUTSIDE BOOTH</b> Total length of space needed must include tongue, hitches, tents etc. Total length _____ \$20 / ft w/out electric \$26 / ft with electric <b>*** After July 1st Price \$25 / ft w/out electric \$31 / ft with electric</b> List days / dates _____	\$ _____ \$ _____
		Sub Total \$ _____
		Discount \$ _____
<input type="checkbox"/>	<b>CAMPING SPACE</b>	\$130 / for 10 days \$ _____
		<b>TOTAL DUE</b> \$ _____

**MAKE CHECKS PAYABLE TO :** EL PASO COUNTY FAIR

**MAIL APPLICATION, PAYMENTS AND DOCUMENTS TO:**

El Paso County Fair  
And Events Complex  
366 10th Street  
Calhan, Co. 80808

**FOR MORE INFORMATION:**

El Paso County Fair Office  
(719) 520-7880 office  
(719) 520-7883 fax  
events@elpasoco.com

[www.elpasocountyfair.com](http://www.elpasocountyfair.com)

**CHECK LIST**

1. Completed application
2. Payment
3. Proof of Insurance
4. Color Photo of your booth or exhibit
5. Copy of Colorado Sales Tax License

My signature below indicates that I have read this contract and agree to the terms attached, and understand that the complete 2024 Vendor Handbook will be available on line for my reference. I certify all information provided on this application to be true and accurate to the best of my knowledge.

\_\_\_\_\_  
Vendor/Exhibitor Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Additional Contact Person

\_\_\_\_\_  
Business phone number of additional contact