



Application Vendor Form

King County Fair July 14-17th 2022

This Application is neither an offer nor a guarantee of space!

Do **NOT** send money with this application.

Business Name: _____

Contact Name: _____ Phone Number: _____

Uniform Business Identifier: _____ Website: _____

Mailing Address: _____

City: _____ State: _____ Zip code: _____

Email: _____

On Site Contact: (if different from above) _____ Phone _____

Booth Size: (L)x _____ (W)x _____ (H)x _____ (include awnings or tongue if you have one)

Are you a returning Vendor: _____ Yes _____ No

Please Include a complete list of all items you wish to display/sell or a copy of your menu. Please send a photo of your booth along with your Application: (attachments are encouraged)

We do not offer any type of exclusivity; however, we do try to avoid oversaturation and duplication of products. Please do not assume that since you have been with us before your products are exclusive. Vendors must send photos of their proposed booth along with 4-page application to start the review process. Original Photos will not be returned. Once application has been processed you will be notified by email.

Return to: ShannonC@EnumclawExpo.com or Enumclaw Expo Center 45224 – 284th Ave SE, Enumclaw, WA 98022

Vendor Information and Costs

Vendor Load in days are July 12th & 13th, 8:30am - 8pm

King County Fair Hours: Thursday- Saturday 10am-10pm (inside halls close at 9pm)
Sunday 10am-6pm

Restock hours: Daily, 8am-9:30am

Vendors must be in booths and ready to go by 9:30am every day. Outside vendors must stay open until fair closes and rides shut down. Any vendors that choose not to abide by these hours will be asked to leave the premises and will not have any further opportunities at the Enumclaw Expo Center.

Vendor Type	Booth Size	Quantity		Cost		Total
Commercial Booth	10 x 10		x	\$325	=	\$
Non-Commercial Booth	10 x 10		x	\$250	=	\$
Food Concession	10 x 10		x	\$425	=	\$
Non-Profit Booth	10 x 10		x	\$150	=	\$

Add-on's

Corner Booth	10 x 10		x	\$75	=	\$
Power - Booth Fee Includes One 110v outlet				Included		
Additional Power 110v or			x	\$25	=	\$
Additional Power 220v (limited supply)			x	\$30	=	\$
Garbage	per 10 x 10		x	\$10	=	\$
Supply Truck Parking for all 4 days	per truck		x	\$25	=	\$
Supply Truck Parking with power for all 4 days	per truck		x	\$45	=	\$
Early Registration Discount			-	(\$15)	=	\$

Total \$

Check one: Inside Booth or Outside Booth

20% Remittance for Food Concessions.

Booth fee will be deducted from the 20% Remittance.

Example: Revenue = \$3,000 with a contract fee of \$435 (10x10 booth + garbage). 20% of \$3,000 = \$600.
the \$435 would be deducted from the \$600, leaving a balance due to Enumclaw Expo of \$165.

Accepted forms of payment: Cash, Check, PayPal, or Credit Card.

Payment Deadlines

- IF paid in full By April 1st, Deduct \$15.00 from your total amount due.
- 50% due with return of contract. This amount is Non-Refundable.
- Final Payment is due by June 1st, 2022.
- Payments received June 1st to June 30th will be accessed a \$25 late fee.
- Any payment received on or after July 1st will be accessed a \$50.00 late fee.

Enumclaw EXPO COVID-19 Disclaimer

The Enumclaw Expo and Event Association (EEEE) is a member of the International Association of Fairs and Expositions who is providing guidance to fairgrounds and mass gathering venues as it pertains to the COVID 19 (coronavirus) situation. In addition, EEEA is following the guidance of King County Public Health and Washington Department of Health regarding COVID-19.

Currently, all programs are occurring as scheduled. If a program is canceled or if a facility is closed, we will notify patrons (either by direct email for registered participants, or by notices via web, social media, and media for the general public).

All facilities have posted signage about the virus and how to prevent the spread of germs, along with signage in the bathrooms related to best practices for hand washing.

Operational staff are aware of the procedures and protocols currently in place to clean, sanitize and /or disinfect our facilities. These procedures are in line with the health authority's current guidelines for controlling infectious agents in public places. As you may also know, we provide sanitizer stations throughout our facilities as well as hot water and anti-bacterial hand soap in all our washroom facilities.

Enumclaw Expo & Event Association is committed to maintaining a safe and healthy venue. Everyone is encouraged to follow the usual infection control protocols to stay healthy and reduce the risk of illness.

If EEEA is mandated to close from city, state, or federal authorities, EEEA will notify clients and attempt to reschedule the event. If the event is not able to be rescheduled, a refund less an administrative fee of \$25 will be returned. Vendors will have the option to roll-over their deposit to the following 2023 fair.

Rules and Regulations, You Should Know

1. Applications are not selected on a first come first serve basis. Applicants are reviewed and selections are made based on:
 - Product balance and the event
 - Product uniqueness
 - Booth display
 - Management discretion based off Fair needs

Once accepted, vendors will receive a welcome letter along with a contract for participation.

Vendors must return the contract along with 50% payment to secure their spot. This is non-refundable.

2. Fair management reserves the right to select the items a vendor is allowed sell. All products listed on the application may or may not be approved. Only approved items can be sold. Vendors are responsible for having appropriate stock on hand for the entirety of the Fair.
3. Sharing of space, displaying, advertising, or selling company's products or services along with apportioning or subletting of space is not allowed.
4. Vendors must keep all sales and soliciting within the parameters of their assigned booth area.
5. Vendors must report and pay all required taxes by the state that are accumulated during the Fair.

6. Vendors will follow the hours of operation during the whole duration of the Fair
7. **Food Concessions:** All food concessioners are required to have a tracking system on site for all transactions, including cash sales. A daily report must be printed and turned in with a remittance form by 9am the following morning. Sunday's transaction will be collected prior to your departure. Cash transactions must be run through the register or Square.
8. Food Concessioners must have required permits from King County Health Department.
9. Videos and amplified sound equipment must be pre-approved by Fair management
10. King County Fair's primary audience consists of family and youth. We reserve the right to reject any exhibit and/or contents that may be considered objectionable by that audience.
11. Certificate of liability insurance is required! You must have a Certificate of Insurance (COI) that lists EEEA as additionally insured under the owner's policy dates of July 12-18th (covers load-in and load-out).
 - Enumclaw Expo & Events Association
45224 284th Ave Se Enumclaw WA 98022
12. Vendors will comply with current state COVID-19 requirements for retail and food service.
13. On-Site camping is available. Limited water and electrical sites, the rest is dry camping. More details to follow with vendor contract.
14. Fair management has the sole discretion to close any booth that they deemed inappropriate or any booth not willing to abide by these written rules or any oral rules/warnings presented to them during the duration of the fair.
 - By signing this application form I hereby agree to these terms and conditions written on this document.

Signed: _____ Date: _____