



**FAIR CONCESSIONS/COMMERCIAL VENDOR INFORMATION**  
**AUGUST 25 (Load-In Day) - AUGUST 29, 2021**

**APPLICATION** Those interested in becoming a concessionaire or vendor at the 2021 North Central Washington Fair must complete the attached application. Please include your booth's proposed set-up **including any photos of proposed products, drawings or brochures. Photos/drawings will be used in our decision making process and WILL NOT be returned.**

**CONCESSION/COMMERCIAL SPACES** Concession/Vendor spaces are available on a first come first serve basis with priority given to established vendors. Concessions/Vendors **must remain open during all Fair Hours:**

Wednesday	1pm-8pm	Load In/Set Up Day (Not open to the public)
Thursday	9am-9pm	
Friday	9am-10:30pm	Indoor vendors ONLY- close at 7:30pm in preparation for the Dance
Saturday	9am-9pm	Indoor vendors ONLY- close at 7:30pm in preparation for the Dance
Sunday	9am-6pm	

**SELECTION PROCESS** All applications go through a selection process. Every effort is made to offer a variety of products and services avoiding duplication for our fairgoers. Preference will be given to local applicants (Chelan/Douglas Counties), previous vendors in good standing and vendors with unique and attractive booth set-up/displays. All applicants will be contacted advising them of the status of their application within 2 weeks of submitting a complete application.

**INSURANCE** Vendors shall, at their own expense, obtain and continuously maintain public liability insurance and property damage insurance on an occurrence basis.

- General Commercial Liability - One Million Dollars (\$1,000,000)
- Personal Injury/Advertising Injury – One Million Dollars (\$1,000,000)
- Products- Completed Operations - One Million Dollars (\$1,000,000)
- Property Damage - Two Hundred Fifty Thousand Dollars (\$250,000)
- Vehicle Liability - One Million Dollars (\$1,000,000)

**Additional Insureds and Certificate:** “The County, its departments, elected and appointed officials, employees and agents, and the North Central Washington Fair, its directors, appointed officials, employees, agents and volunteers” shall be named as additional insureds on such policies. The Concessionaire shall provide a Certificate of Insurance, with endorsements attached, to the County as evidence of its compliance with these insurance requirements. Failure to provide proof of insurance as required prior to set-up shall result in the County's immediate withdrawal of Concessionaire's privilege to maintain a concession at the Fair.

**CONTRACT** Each vendor doing business at the North Central Washington Fair is required to have a written, fully executed contract in accordance to their products/activities listed and proposed by the vendor's application, with all fees paid and valid insurance in place **no later than July 1st, 2021.**

**QUESTIONS** If you have questions or concerns, please feel free to contact our offices Monday-Friday 8am-5pm at (509) 745-8480 or send us an email [info@ncwfair.org](mailto:info@ncwfair.org).



**FAIR CONCESSION/COMMERCIAL VENDOR APPLICATION**  
**AUGUST 25 (Load-In Day) - AUGUST 29, 2021**

PLEASE TYPE OR PRINT- FULLY ANSWER ALL QUESTIONS-

Company/Business Name: \_\_\_\_\_

Contact Name, Title: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Contact Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Were you a 2019 North Central Washington Fair concessionaire/vendor? YES / NO

Other Fairs, Festivals or Events in which you have participated: \_\_\_\_\_

**SCOPE OF SALES** List ALL items to be sold/displayed\*: \_\_\_\_\_

\*Concession/Commercial Vendors MAY NOT sell/display items not listed.

**SPACE REQUIREMENTS & LICENCE FEES** Vendors supply their own tents, weights, power cords and tables/chairs. There are no specific location guarantees and we reserve the right to move vendors as/if needed.

- Commercial Vendors (Indoor) \_\_\_\_\_ft \$26/ft frontage ex) 10'x10' = \$260.00
- Commercial Vendors (Outdoor) \_\_\_\_\_ft \$16/ft frontage ex) 10'x10' = \$160.00
- Concession Vendors (Outdoor ONLY) \_\_\_\_\_ft \$200.00 Security Deposit\*
  - o For Profit 20% of Gross Receipts
  - o Non Profit (must provide proof of status) 18% of Gross Receipts

\*If contract is fulfilled, Security Deposit will be deducted from the percentage owed after the closing of fair.

**Z Tapes or a similar report are REQUIRED from all concessionaires. NO EXCEPTIONS**

**UTILITIES**

- N/A
- Water
- Electrical- 110 volt- 20 amp services are limited and on a first come first serve basis.  
Please list indicate your electrical needs: \_\_\_\_\_

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**CAMPING** Full water/power/sewer hookups are not guaranteed and are limited to RVs and Campers under 30'. Air Conditioners MAY NOT BE USED in ANY LOT, other than the Z LOT. Please indicate if you desire camping accommodations YES / NO

**SEASON PASSES** Each vendor will receive (2) season passes, each good for one person through the duration of fair. Additional passes may be purchased at the Fair Office. Vendor passes are not available at the ticket booths.

**NOTE DO NOT SEND MONEY AT THIS TIME.** This application is not an offer/guarantee of space; incomplete applications may delay action or not be accepted. The North Central Washington Fair reserves the right to withhold approval on the basis that the proposed activity would not be in harmony with, or in the best interest of promoting and representing Douglas County or the North Central Washington Fair.

Signature & Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Send Completed Application to:**

North Central Washington Fair  
Attn: New Vendor Application  
P.O. Box 460  
Waterville, WA 98858

OR

[info@ncwfair.org](mailto:info@ncwfair.org)

**THANK YOU FOR YOUR INTEREST IN THE  
NORTH CENTRAL WASHINGTON FAIR!**