

WASHINGTON COUNTY FAIR COMMERCIAL EXHIBITS POLICY BOOK

The policy statement is to specify guideline procedures in administering commercial exhibit space for the Washington County Fair. Any breach of the policy statement may result in the termination of your contract and the closure of your booth location without refund or recourse.

Primary Contact

Linda Boehnemann, Commercial Exhibits Committee Chairman

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Application Procedure

- A. Commercial exhibit booths will be assigned as they are received in the Fair Office. No booths will be assigned by the Fair Office. All assignments will be made by the Committee Chairperson and Committee members. Assignments made by anyone else are not binding.
- B. Applications are available online at washingtoncofair.com.
- C. Priority is given to complete applications received prior to June 30, 2026.
- D. All questions must be answered; applications are confidential.

Selection Procedure

- A. Exhibitors' primary criteria for selection are as follows:
 - a. Quality of products and service
 - b. Existing number of exhibitors with similar products or service
 - c. Recommendations of references from other fairs and festivals.
 - d. Booth photographs
- B. Donations, sponsorship or volunteer work is not considered for exhibitor selection.
- C. The Washington County Fair Association's intent is to have a selection of products and services for a desirable exhibition and to create interest to fair attendees who visit the Commercial Exhibits display.
- D. Every attempt is made to avoid placing like products or services in the same building or area.
- E. The Washington County Fair Association Commercial Exhibit Chairperson/Committee reserves the right to place commercial exhibitors where they feel the exhibitor will best fit to attract the fair attendees' attention.
- F. Current year's Commercial Exhibitors are evaluated following the Fair. These criteria will determine whether the exhibitor may or may not be assigned a contract the following year. Criteria are as follows:
 - a. Adhering to all policy statements, rules and regulations set forth by the Fair Association
 - b. Prompt and sufficient payment of booth space
 - c. Attitude

- G. Full payment is due within twenty (20) days of vendor's receipt of contract. Any payment not received by the twenty (20) day deadline will void your application and the requested booth(s) will be offered to the next interested vendor.
- H. The Washington County Fair Association will issue a contract after the acceptance of the application. The contract must be electronically signed and returned within twenty (20) days, along with complete payment of booth space(s) or the contract will be considered void.
- I. Should all exhibit spaces not be sold, present exhibitors may give written request for relocations of booth or extra space. These requests are to be submitted to a member of the Commercial Exhibit Committee for consideration/approval.
- J. All drawings or raffles must be approved through the Committee. No political party booths; no exhibitor may sell or give away drug paraphernalia, firecrackers, smoke bombs, stink bombs, laser items, knives/swords, brass knuckles, food or drinks that are already under contract with the Washington County Fair Association or any items deemed as undesirable by the Washington County Fair Association. Additionally, no exhibitor may solicit signatures upon a petition or other similar document in connection with, or for any purpose whatsoever. The Washington County Fair Association reserves the right to dismiss any person or persons exhibiting an undesirable or illegal product or products, or any person not abiding by the rules as set forth by the Washington County Fair Association.

Admissions

Two (2) season passes are provided for each booth space purchased for the show of September 16 – 19, 2026. Additional season passes may be purchased for \$50.00 each and can be paid for during set-up. Any additional tickets needed can be purchased at the gate during the Fair at current gate pricing.

Booth Standards

The Washington County Fair Association is not responsible for loss, theft, or damages. For your protection, your booth should be staffed at all times during operating hours. Under the terms of the exhibit contract, an individual or company may display, advertise, promote and sell their service or product. If sale of large merchandise is made, the merchandise may not be removed from the fairgrounds until the end of the Fair. Unauthorized vehicles will not be allowed on the grounds to pick up merchandise prior to the end of the Fair.

Cost and Size

Space	Notes	Size	Price
Commercial Exhibit Building	Air Conditioned	12' x 8'	\$300.00
Commercial Exhibit Building	Air Conditioned	10' x 10'	\$300.00
Quonset Building	NOT Air Conditioned	12' x 8'	\$175.00
Quonset Building	NOT Air Conditioned	10' x 10'	\$175.00
Entire Quonset Building	NOT Air Conditioned		\$2,500.00
Outdoor Booth Space	NOT Covered	10' x 10'	\$225.00
<i>(Can Accommodate Tent or Trailer)</i>			
Gathering Place	Covered	10' x 10'	\$250.00

Loading and Unloading

Set-up time will be on Sunday, September 13 from Noon to 3:00 p.m. All vendors who sell out of trailers must be set up by 3:00 p.m. on Sunday, September 13. All other vendor set-up times will be Sunday, September 13 from noon – 6:00 p.m. and Tuesday, September 15 from 8:00 a.m. – 6:00 p.m. Booths must remain set up through the Fair dates/hours. No late arrivals will be permitted and no breakdown allowed until Sunday, September 20.

Vendors are responsible for providing all items needed from booth setup. The Washington County Fair Association only provides access to a 110 electrical outlet and does not provide tents, tables, chairs, electrical cords, power strips, etc. Vendors are responsible for cleaning up their booth space upon checkout, putting all trash in the trash barrels provided. Thirty minutes will be allowed each day to restock your display booth between the hours of 12:00 p.m. – 1:00 p.m. and must enter through the commercial gate located on Old Independence Road. A Commercial Committee Member at the commercial gate will take your license plate number when you enter the grounds and begin your thirty-minute unloading time. Should you not remove your vehicle from the fairgrounds within the thirty-minute time period, vehicles will be towed at the owner's expense.

Move-Out Schedule

Checkout will be Sunday, September 20, 2026 from 9:00 a.m. till 1:00 p.m. No breakdown of booths is allowed during or after closing any time during the Fair dates/hours. Vehicles are not permitted on the grounds Saturday night.

Opening & Closing Schedule

Buildings will be open from 10:00 a.m. until 11:00 p.m. each day. Outdoor commercial exhibit booths may be open anytime in the mornings once the grounds are open and may remain open until the Fair closes each day. Outdoor booths can open and close in accordance with Fairground hours.

Parking

Parking is available at no charge in the parking lots outside the Fairgrounds. No parking will be allowed inside the grounds at any time. Illegally parked vehicles will be towed at the owner's expense.

Pets

Vendors are not allowed to bring pets on the Fairgrounds, except for service animals.

Utilities

The use of 110-volt electricity is included in the commercial exhibit's agreement. Vendors need to bring extension cords, power strips, etc. as needed as well as tables, chairs, and everything needed for set up booth. For any special utility requirements, please contact the Fair Office. Do not drive any stakes into the ground.