

2020 Antelope Valley Fair

August 21st – 30th, 2020

Commercial Exhibit Space Application

Thank you for your interest in being a commercial exhibitor at the Antelope Valley Fair.

Please review the instructions carefully. **This application is neither an offer nor a guarantee of space.** If you have any questions regarding this application, please call the Commercial Vendor Office at (661) 948-6060 ext. 150.

Returning Vendors Deadline for application is January 15, 2020. If you return your application after January 15, 2020 you will jeopardize retaining your same space and will be put on the waiting list

Again we will be offering 10% DISCOUNT BOOTH SPACE ONLY IF PAID IN FULL BY April 30th, 2020.

New Vendor applications will begin to be processed starting **February 1, 2020.**

THE FOLLOWING ITEMS MUST BE INCLUDED IN YOUR APPLICATION PACKET

- Complete application form – answer all the questions & don't forget to sign the application.
- A complete list of items to sell or promote as required on the application, please be specific. You may attach additional pages if necessary.
- A complete list of items you intend to use as giveaways.
- Recent photos of your exhibit/booth. **If you are a new vendor your application will not be considered without a photo.** (*photos will not be returned*)
- Copy of California State Board of Equalization number. (*only seller's need to provide*)
- Certificate of Liability Insurance, CFSA #, or you may opt to purchase insurance through us.

INCOMPLETE APPLICATION WILL NOT BE CONSIDERED OR RETURNED

- This application is neither an offer nor a guarantee of space.
- All questions must be answered completely & accurately – if a contract is issued, it will be assigned on the basis of this list only, so please be thorough.
- Items **NOT** allowed: swords, laser pens, blinkies, knives, bumper stickers, balloons, squirt guns, drug use items, sexually explicit items, or any items identified at the sole discretion of management to be dangerous or offensive.
- If a contract is issued, the location of your booth will be determined by management. However, your preference is important. Locations are subject to change year to year depending on product, product duplication and layout changes.
- Vendors shall not assign, sublease, or apportion the assigned space or any part thereof. The right to operate a booth on the fairgrounds is nontransferable.
- All vendors are **REQUIRED** to properly staff their booths during the fair's operating hours. **LATE OPENINGS & EARLY CLOSINGS ARE STRICTLY FORBIDDEN**
- Vendors are expected to provide quick & friendly answers to any complaints by fair patrons, i.e., the prompt replacement of a damaged article, a refund of the customer's money if requested, etc.
- Vendors are not allowed to collect donations or contributions for organizations during fair.
- Conformance to the rules & regulations of the Antelope Valley Fair is required as stated on the Rental Agreement and all printed material. Rules are strictly enforced and any violation may result in termination of contract and/or ability to participate in future AV Fair & Event Center events.
- Do not send money with this application. If and when a contract is issued you will be required to send in the payment according to the due date on the contract.
- We do not accept personal checks within 30 days of the opening day. **ALL PAYMENTS MUST BE cash, cashier's check, or money order within 30 days from opening day of fair.**

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Inside Booths Close at 11pm every night (10pm on 8/30)

Outside booths close at 12am every night (11pm on 8/30)

Send completed applications to 2551 W. Ave H Suite 102, Lancaster, CA 93536

Email: mike@avfair.com Fax: 661-942-2135

CHECK ONE: <input type="checkbox"/> Returning Vendor <input type="checkbox"/> New Applicant – (MUST INCLUDE PICTURE OF EXHIBIT)													
<u>BOOTH FEES</u> <i>Standard Size 10' x 10' Booth</i>													
<p><u>Inside Space</u> (<i>pipe & drape provided</i>)</p> <table style="width: 100%;"> <tr> <td><input type="checkbox"/> Inline</td> <td style="text-align: right;">\$900</td> </tr> <tr> <td><input type="checkbox"/> Corner</td> <td style="text-align: right;">\$1,000</td> </tr> <tr> <td><input type="checkbox"/> Outer Wall Inline</td> <td style="text-align: right;">\$950</td> </tr> <tr> <td><input type="checkbox"/> for Outer Wall Corner</td> <td style="text-align: right;">\$1,050</td> </tr> </table>	<input type="checkbox"/> Inline	\$900	<input type="checkbox"/> Corner	\$1,000	<input type="checkbox"/> Outer Wall Inline	\$950	<input type="checkbox"/> for Outer Wall Corner	\$1,050	<p><u>Outside Booth</u> (<i>canopy is provided by the fair</i>)</p> <table style="width: 100%;"> <tr> <td><input type="checkbox"/> Corner</td> <td style="text-align: right;">\$1,100</td> </tr> <tr> <td><input type="checkbox"/> Inline</td> <td style="text-align: right;">\$1,050</td> </tr> </table> <p style="text-align: center;">***Vendor must provide their own side walls outside booths.</p>	<input type="checkbox"/> Corner	\$1,100	<input type="checkbox"/> Inline	\$1,050
<input type="checkbox"/> Inline	\$900												
<input type="checkbox"/> Corner	\$1,000												
<input type="checkbox"/> Outer Wall Inline	\$950												
<input type="checkbox"/> for Outer Wall Corner	\$1,050												
<input type="checkbox"/> Corner	\$1,100												
<input type="checkbox"/> Inline	\$1,050												
<u>BOOTH SIZE</u>													
<input type="checkbox"/> 10 X 10 <input type="checkbox"/> 10 X 20 <input type="checkbox"/> 10 X 30 <input type="checkbox"/> Other <i>*please specify</i> _____													

BUSINESS INFORMATION – INFORMATION MUST AGREE WITH INSURANCE CERT

Business Name: _____

Contact Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Cell#** _____ **Fax:** _____

Email: _____ **Website:** _____

California State Board of Equalization Number: _____

If you are selling goods on site, this **APPLICATION WILL NOT BE PROCESSED OR CONSIDERED WITHOUT YOUR CALIFORNIA STATE BOARD OF EQUALIZATION NUMBER**

PRODUCTS/SERVICES *** *The Antelope Valley Fair DOES NOT offer exclusivity to vendors* ***

Please list items/services that you wish to sell or promote. **BE SPECIFIC** If a contract is issued, it will be assigned on the basis of this list only.

PROMOTIONAL ITEMS & GIVEAWAYS (must be approved by fair management)

DO YOU PLAN TO:

Use a microphone or sound equipment for demonstrations? YES NO

Demonstrate your products? YES NO

Have food sampling? YES NO (food permit is required)

Conduct a drawing? YES NO (must be approved by fair management, drawn during fair, & winners names turned into the Concessions/Vendor manager by the last day of the fair.)

NEW VENDORS ONLY please list previous fairs/events in which you have participated:

INSURANCE REQUIREMENTS

Each contractor must provide the Antelope Valley Fair with proof of general liability insurance for no less than \$1,000,000.00. Exceptions to this rule are rodeo events, rough stock events, mechanical bulls, extreme attractions and simulators. Please contact us for the amount of coverage needed for these events.

Please check one of the following:

I will provide my own certificate of liability insurance

I am on the CFSA Master List: # _____ Expires: _____

I will purchase a certificate of liability from CFSA through the fair. \$135 (price subject to

change)

If you will be providing your own insurance certificate, you must have the following:

- Name of Insured business MUST match the business name on the application.**
- The Antelope Valley Fair Association must be named as the additional insured**

The following paragraph must be word for word in the “Description of Operations”.

“That 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, California Exposition and State Fair, or Entitles (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.”

UTILITY REQUIREMENTS

If your electrical needs are in excess of 110 volts or 15 amps please indicate: Voltage: _____

Amps: _____

*****Note: Electrical shall be limited to 15 amps per 10 x 10 space. Your 15 amps of electric are included in your vendor space. Fair management reserves the right to meter each vendor and any increased usage, unless pre-approved by management, is subject to a surcharge.**

Do you require running water? YES NO (not all spaces have access)

RV REQUIREMENTS

Will you require RV space YES NO (upon availability)

What is provided with your Booth Inside

Vendors

- The fair provides inside pipe & drape setup, which includes one 8-foot back wall and two 3-foot side walls in the commercial building.
- Displays may not exceed 10 feet high in the rear of the exhibit.
- Side partitions and/or display material shall not exceed 48 inches in height for a distance of 5 feet from the aisle.
- The remaining 5 feet (middle to back wall) shall not exceed 8 feet.
- No part of exhibit shall exceed 10 feet from wall to aisle or block the view of adjoining displays.
- The fair **does not** provide tables and chairs.
- 110 volts with 15 amps of electricity included.

Additional electrical use will be billed on an individual basis.

Outside Vendors

- The fair provides a 10' x 10' canopy for outside vendors. □ Side walls are not provided with canopy.
- Each canopy has 1 light inside.
- Space is strictly limited to within the canopy space only – merchandise may not be displayed or stored outside of the canopy.
- 110 volts with 15 amps of electricity included.

Additional electrical use will be billed on an individual basis.

Additional Items & Charges

RV Parking	(Rate subject to change)		\$30.00 (per day)		
Stock Truck Parking (permit only)		w/electric	\$150.00	w/o electric	\$50.00
Golf Cart (permit only)			\$100.00		
Insurance – Commercial	(Purchased from CFSA through Fair)		\$135.00		
(Rate subject to change at any time per CFSA)					

Refund Information: If exhibitor or concessionaire cancels 90 days prior to opening day of fair 50% of total amount paid will be refunded; 60 days prior 25% . No refunds will be made if cancellation is made less than 60 days prior to opening day of fair. All requests for refunds must be made in writing and are subject to board approval.

If contract is dated after the 60 day cutoff, refunds will be granted on a case by case basis.

I have read the entire application and certify all information provided by me in this application to be true and accurate to the best of my knowledge.

By (please print) _____ **Date:** _____

Signature _____ **Title:** _____