Skamania County Fair & Timber Carnival
August 15-18, 2018

CONCESSIONAIRE APPLICATION

When complete, please mail to: Skamania County Community Events and Recreation
Attention: Fair Office, PO Box 369, Stevenson, WA 98648 or e-mail: parks@co.skamania.wa.us

COMPANY/GROUP INFORMATION

BUSINESS NAME:	UBI #:	TAX ID #:
CONTACT PERSON:	TITLE:	PHONE:
MAILING ADDRESS:		
CITY:	STATE:	ZIP CODE:
ALT. CONTACT:	TITLE:	PHONE:
WEBSITE ADDRESS:	EMAIL ADDRESS:	
OTHER: (Facebook/Twitter)		

PARTICIPATION INFORMATION

HAS THIS CONCESSIONAIRE PARTICIPATED IN THE SKAMANIA COUNTY FAIR BEFORE? ☐ YES ☐ NO

OTHER FAIRS/FESTIVALS YOU HAVE PARTICIPATED IN:

WOULD YOU BE INTERETED IN PARTICIPATING IN OTHER EVENTS ON THE SKA. CO. FAIRGROUNDS? ☐ YES ☐ NO

PRODUCTS/SERVICES TO BE OFFERED

NOTE: ALL VENDORS ARE REQUIRED TO SEND A PHOTOGRAPH OF THEIR BOOTH & ATTACH A COMPLETE MENU (FOOD) OR ITEM/SERVICES OFFERED (COMMERCIAL), INCLUDING PRICES.

BOOTH INFORMATION

NOTE: WHEN LISTING YOUR BOOTH SIZE YOU MUST INCLUDE THE TRAILER, TONGUE, AWNINGS, COUNTERS, ETC. ELECTRICAL AVAILABLITY MAY BE LIMITED – BE SPECIFIC WHEN LISTING YOUR NEEDS.

SIZE OF SPACE NEEDED: _____ (WIDTH) _____ (DEPTH)
TYPE: ☐ TRAILER/BOOTH ☐ AWNING/CANOPY ☐ OTHER

ELECTRICAL NEEDED:
NOTE: VENDORS MUST PROVIDE OWN EXTENTION CORDS & SAFETY MATS. ELECTRICAL PROVIDED ON A PER PLUG FEE. LIST THE NUMBER REQUESTED HERE-
_____ 110 VOLTS/20 AMP _____ 30 AMP/RV STYLE PLUG
_____ 50 AMP/RV STYLE PLUG

INSURANCE (REQUIRED FOR ALL VENDORS)

All vendors selling, providing or distributing food, merchandise or on-premises services shall provide proof of liability insurance for at least the minimum limits set forth here: $250,000 Each Occurrence / $1,000,000 General Aggregate. Each vendor shall supply to the County (**a minimum of ten (10) days prior to the Fair**), a certificate of insurance issued by a company licensed to sell general liability insurance in the State of Washington that meets the minimum limits for liability as required by county policy and names ***Skamania County, its elected and appointed officials, employees, agents and volunteers as additional insured***. THE UNDERLINED, BOLD TEXT MUST APPEAR ON THE CERTIFICATE OF INSURANCE or the certificate will be returned and you may be denied participation until you can meet the requirements of our policy.

AS AN OPTION, Vendors may purchase liability insurance through our ***Special Events Insurance Program.*** Fees and information are listed on the **Concessionaire Insurance Request Form** contained in this packet.

☐ YES- I have my own insurance and will be in compliance With the Skamania County Fair policy/insurance	☐ I would like to PURCHASE INSURANCE through The ***Special Events Insurance Program.***

X_____ _____
SIGNATURE OF OWNER OR VENDOR REPRESENTATIVE DATE

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CONCESSIONAIRE INSURANCE REQUEST FORM

COMPANY/GROUP INFORMATION		
BUSINESS NAME:	OWNER NAME:	
CONTACT PERSON:	TITLE:	PHONE:
MAILING ADDRESS:		
CITY:	STATE:	ZIP CODE:
WEBSITE ADDRESS:	EMAIL ADDRESS:	

CONTENTS/PRODUCTS
LIST BELOW THE GENERAL CONTENTS OF YOUR BOOTH (INCLUDE PRODUCT AND EQUIPMENT):

TYPE OF VENDOR:	☐ FOOD VENDOR (NON ALCOHOL)	☐ COMMERCIAL VENDOR
	☐ OTHER (DESCRIBE):	

CERTIFICATION

☐ I would like to PURCHASE INSURANCE through the ***Special Events Insurance Program.*** I understand that I **do not include payment at the time of this request**, and that a quote for insurance will be sent to me upon approval to participate in the Skamania County Fair.

X_____ _____

SIGNATURE OR OWNER OR VENDOR REPRESENTATIVE DATE

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CONCESSIONAIRE PRODUCT LIST & VENDOR FEE SCHEDULE

COMPANY/GROUP INFORMATION

BUSINESS NAME:

NOTE: All Concessionaires must fill out this form, listing items to be sold and the price of each item. This list must be returned to the Skamania County Fair Office at the time application for vendor space is made. Once your vendor contract is issued and approved, all prices must remain the same throughout the event. Changes may only be made when approved in writing by the Fair Manager. (Attach additional sheets if necessary)

CONTENTS/PRODUCTS

ITEM DESCRIPTION	SIZE/TYPE	ITEM PRICE

VENDOR FEE SCHEDULE

VENDOR SPACE FEES

FOOD VENDORS

$200.00/Per 10' x 12' Space

$ 10.00/Per Additional Foot

COMMERCIAL VENDORS

$100.00/Per 10'x10' Space

$ 10.00/Per Additional Foot

ELECTRICAL FEES

ALL VENDORS

$20.00/Per 100-VOLT Outlet 20amp

$30.00/Per 220-VOLT Outlet 30-50amp (FOOD SERVICE ONLY)

DO NOT SEND PAYMENT WITH APPLICATION

FEE: _____ X _____ + _____ = $_____ **BASE FEE**

Width **Depth** **Electrical Fee**

EXTRA: _____ X _____ = $_____ **EXTRA SPACE FEE**

Width **Depth**

TOTAL DUE: $_____

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CAMPING RESERVATION FORM

CAMPER INFORMATION

NAME:		I AM: ☐ 4H ☐ VENDOR ☐ OTHER/VISITOR
4H GROUP: (If applicable)		LEADER NAME:
MAILING ADDRESS:		
CITY:	STATE:	ZIP CODE:
CELL PHONE #:		EMAIL ADDRESS:

CAMPING FEES AND SPACE NEEDS

☐ RV **OR** 5TH WHEEL ☐ TENT **OR** CAB OVER CAMPER ☐ EXTRA PARKING PASS **(SUBJECT TO FEES/AVAILABILITY)**

☐ ELECTRICITY ☐ **NO** ELECTRICITY

CAMPER SIZE (INCLUDE TONGUE IN MEASUREMENTS): _____ (WIDTH) _____ (LENGTH)

DATE OF ARRIVAL:_____ DATE OF DEPARTURE:_____

VEHICLE LICENSE #:_____ VEHICLE LICENSE #:_____
(NUMBER & STATE OF ISSUE) (NUMBER & STATE OF ISSUE)

4H CAMPING FEES (& VENDORS)
$70.00/Per Week (No Electricity)
$140.00/Per Week (W/Electricity)

FEE: _____ X _____ = $_____ **TOTAL DUE**
# of Nights Nightly Fee

CAMPING RULES & REGULATIONS

1. Camping during the Skamania County Fair is by reservation, assigned spots only.
2. Campsites are "dry" with no running water. Coin operated showers are available for a nominal fee.
3. Camping spaces **cannot be reserved** unless the Camping Reservation Form is filled out completely and payment is included.
4. Your vehicle, camper and tents MUST FIT WITHIN YOUR DESIGNATED CAMPING SPACE.
5. A **complete list** of camping rules & regulations is attached to this form. By signing below, camper acknowledges they have read and agree to these rules and regulations.

X_____ _____
SIGNATURE OF CAMPER DATE

OFFICE USE ONLY

DATE RECEIVED:_____ PAYMENT RECEIPT #:_____ CAMPSITE #_____
DATE RECEIVED:_____ PAYMENT RECEIPT #:_____ CAMPSITE #_____

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FAIRGROUNDS
CAMPING RULES & REGULATIONS

Reservations:

- **No reservations will be taken prior to 4-H Family Camping Registration Night (2018 date to be determined). Fair campers may move on the Fairgrounds commencing 4-H Fair Work Weekend (Saturday, August 13).**
- Fair Board reserves the right to limit the number of spaces per applicant.
- **All Campers must fill out their own reservations**.
- **No reservations will be accepted without a completed reservation form and full payment**.
- The Fair Board will assign superintendents spaces in the first two rows. The fair office will not directly accept reservations in the reserved Superintendent area.
- Medical necessities may be accommodated within the electrical section.
- All spaces must be used for camping (no picnic or common areas will be allowed).
- No horse trailers in camping area. Horse trailer spots are available adjacent to Rock Creek Center.
- Non-reserved campers will be placed in open spaces on a first come, first serve basis.

Fees:

- Camping fees for Skamania County 4-H members and vendors are $70.00 for the week. Spaces with electricity will be available for $140.00 for the week.
- Each 4-H family or vendor gets one camping space only.

Camping Area Conduct:

- Quiet hours are from 10:00PM to 7:00AM. No generators are to be used during this time except for approved medical necessities.
- Generators will not be operated for more than two hours in any eight-hour period.
- 20, 30, or 50 Amp RV Plug is needed for hook up. We will give you one months' notice on what space you will be in.
- **Secure all valuables.** Skamania County is not responsible for loss, theft, or damage.
- We rely on you to keep our camping area clean. Thank you!

Dog Policy**: Bringing dogs, other than assistance dogs, is <u>strongly</u> discouraged. You and your animal may be asked to leave and your payment may be forfeited!**

- Dogs must be kept in camping area only. They are not allowed on the Fairgrounds.
- Keep dogs inside camper or RV when owner is not present.
- Dogs are not to be staked out without owner present. Dogs must be on a leash at **<u>all</u>** times.
- Dog waste must be disposed of properly and immediately.
- Dogs that bark persistently or exhibit aggressive behavior will be expelled from Fairgrounds. Skamania County reserves the right to expel any animal. Owner assumes all risk and liability should injury occur.

Parking**:**

- Parking in the overflow area is limited to those vehicles with a camping pass only.
- Campers are allowed an additional vehicle in the camping area, at $5.00 per night, only if the vehicle fits entirely within the camping space boundaries or designated area.
- Regular Fair Parking (located east of the Fairgrounds) is $5.00 per vehicle.
- Parking is prohibited against the Hegewald building, in any Hegewald parking lot, in any Fire Lane, or areas signed prohibited. **VIOLATORS WILL BE TOWED**.

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