114th Annual

Clackamas County Fair

August 18th – August 22nd

Tuesday thru Thursday 10am – 10pm
Friday & Saturday 10am – 11:30pm

Clackamas County Fairgrounds & Event Center
694 NE 4th Ave
Canby, OR 97013

Contact Information:
Email: TylerN@CCFairEvents.com Phone: (503)263-9201
Web Site: www.ClackamasCountyFair.com
Insurance Requirements:
We suggest you fill in the information below and send this form to your insurance company so they will understand the exact wording required.

Name of Business (aka Permittee): This information goes to your insurer

Dates to be covered: **August 18th – August 22nd**

Building or Facility being used: **Clackamas County Fair**

1. The above named Client, described as PERMITTEE, has a Permit to use the Clackamas County Fairgrounds and Event Center buildings or facilities as described for the period of days shown above.
2. The Client must provide a Certificate of Insurance, 10 days in advance, showing all information required as noted below:
3. The Client (aka Permittee) shall be required to provide liability insurance of not less than $500,000 per occurrence with a $1,000,000 aggregate.

The Certificate of Insurance must name “Clackamas County, Clackamas County Board of Commissioners, Clackamas County Fair Board, their employees and agents as an additional insured”. The certificate needs to include the **event, the date and the area being used**. Written proof of insurance must be provided by vendor ten (10) days prior to their event.

**IMPORTANT NOTICE**

**FAILURE** TO PROVIDE AN APPROVED CERTIFICATE OF INSURANCE will be grounds for cancellation of your scheduled booth without reimbursement. Direct your questions to Clackamas County Fairgrounds and Event Center. Phone number: 503-266-1136
Application does not guarantee space for the Clackamas County Fair. All forms must be completed for acceptance.

Please Check Exhibitor Type:  □ Commercial  □ Craft  □ Concessionaire

Business or Organization: ____________________________________________________________

Contact Name: ___________________________  Contact Phone: ____________________________

Mailing Address: _________________________________________________________________

City: ___________________________ State: ___________________________ Zip: ________________

Email Address: _________________________________________________________________

Web Site: _________________________________________________________________

References: List the Fairs, Shows, and Festivals where you have previously exhibited including phone numbers.

__________________________________________________________

Description: A photo and detailed sketch (w/ dimensions) of your booth must be submitted with this application.

Returning: Have you participated in this event before? Please circle- YES  NO

Rates: Booth fees vary depending on size and location. Please continue for your specific booth fee.

Booth: Size of space required including awnings, counters, tongues, etc.__________________________

Grey Water Tank: Does your booth require a grey water tank? Please circle- YES  NO

Canopy Rental: Do you need to rent a canopy from CCFEC? Please circle- YES  NO

First Time Vendor: Are you a first-time vendor? YES  NO

Camping: Do you plan to camp onsite? Additional forms need to be filled. YES  NO

Power: Please describe your power needs so we can assist you accordingly.

__________________________________________________________

Passport Donation: If you want to participate, please describe products/services you would like to donate.

__________________________________________________________

Other Notes:

__________________________________________________________

I(we) agree to abide by the rules and regulations specified in CCFEC Exhibitors Manual and the actual contract, should I be accepted for event. By signature of this application I authorize CCFEC to secure evidence concerning any of the above information. I(we) agree to hold harmless and release from liability the Clackamas County Fair and Event Center, Clackamas County Fair Board, Clackamas County Commissioners, their employees and agents.

__________________________________________________________

Authorized Vendor Signature/Date

Contact Information:
Email: TylerN@CCFairEvents.com  Phone: (503)263-9201
Web Site: www.ClackamasCountyFair.com
Product Information Form

Business or Organization: ________________________________

Contact Name: _________________________________________

Contact Phone: _________________________________________

List ALL products you plan to sell, promote or display (do not indicate “etc.” or “same as last year”) Once your application is accepted and permit is issued then no products may be added or removed without approval of CCFEC Management. List Brand names include pictures and/or brochures. **No exclusivity shall be granted.**

1. ____________________________________________________
2. ____________________________________________________
3. ____________________________________________________
4. ____________________________________________________
5. ____________________________________________________
6. ____________________________________________________
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15. ____________________________________________________
16. ____________________________________________________
17. ____________________________________________________
18. ____________________________________________________
19. ____________________________________________________
20. ____________________________________________________
21. ____________________________________________________
22. ____________________________________________________

Authorized Vendor Signature/Date ________________________

**Contact Information:**

**Email:** TylerN@CCFairEvents.com  **Phone:** (503)263-9201

**Web Site:** www.ClackamasCountyFair.com
Clackamas County Fair 2020
Vendor Application

Booth Schematic
(Please still attach photos of booth)

Booth Dimensions:

Awning

A

B

Width

C

Length

D

B X C X Height

Awnings: Specify dimensions of any awnings -

Service: Locate sides you plan to serve guests –

Tongue: Does this booth have a tongue for trailer? Yes No Is the tongue removable? Yes No
If no please list dimensions.

Canopy: Do you need to rent a canopy from CCFEC? Yes No
If yes, describe size of canopy, where you need sidewall and what height?

Power: Specify which areas you would need an outlet, how much power from each outlet, and what items you plan to have powered outlet? Note CCFEC does not provide power strips, cords or lights.

Water: List out if you have water needs. Note CCFEC does not provide hoses.

Grey Water: Will you need to rent a grey water tank from CCFEC? Yes No
If yes describe details of what you need and what it will be used for.
Commercial Vendor Booth & Equipment Fees:

**INDOOR COMMERCIAL EXHIBIT SPACE**
Main Pavilion (no air conditioning is in this building)

<table>
<thead>
<tr>
<th>Size</th>
<th>Inline</th>
<th>Corner</th>
<th>Inline</th>
<th>Corner</th>
<th>Inline</th>
<th>Corner</th>
</tr>
</thead>
<tbody>
<tr>
<td>8x8</td>
<td>$450</td>
<td>$475</td>
<td>8x10</td>
<td>$500</td>
<td>8x10</td>
<td>$525</td>
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<tr>
<td>10x10</td>
<td>$575</td>
<td>$600</td>
<td>10x20</td>
<td>$950</td>
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**OUTDOOR COMMERCIAL EXHIBIT SPACE**

<table>
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<tr>
<th>Size</th>
<th>$600 per booth fee</th>
<th>$650 per booth fee</th>
<th>$600 per booth fee</th>
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<tbody>
<tr>
<td>10x10</td>
<td></td>
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</tr>
<tr>
<td>10x20</td>
<td>$1,000</td>
<td>$1,100</td>
<td>$2,100</td>
<td>$2,300</td>
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**Concessionaire Vendor Booth & Equipment Fees:**
Concessionaire’s will pay $500 non-refundable deposit or 25% whichever is greater. It will be required to bring in final sales at the end of each day. Saturday August 22\textsuperscript{nd} starting at 10:00pm concessionaire will bring proof of final sales and pay 25% of total from all 5 days prior to leaving.

**Canopy Rental:**
Please indicate if you DO NOT require a canopy on Agreement form.

<table>
<thead>
<tr>
<th>Size</th>
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<tbody>
<tr>
<td>10’x10’</td>
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<td></td>
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</tr>
<tr>
<td>10’x20’</td>
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<td></td>
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<tr>
<td>10’x30’</td>
<td>$340</td>
<td>$445</td>
<td>$445</td>
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<tr>
<td>10’x40’</td>
<td>$460</td>
<td>$550</td>
<td></td>
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**SIDE WALL COST**
3’ or 8’ $3 per foot

**UTILITIES**
CCFEC will provide each Permittee with one 20 amp electrical circuit. More electrical power may be provided if it is available. If additional power is provided, Permittee shall pay the additional cost at the rate of $50.00 per 20-amp circuit. CCFEC is upgrading all electrical service on the grounds to be compliant with NEC requirements. All equipment requiring electrical service must be GFCI compatible.