

114<sup>th</sup> Annual



# Clackamas County Fair

*August 18<sup>th</sup> – August 22<sup>nd</sup>*

*Tuesday thru Thursday 10am – 10pm*

*Friday & Saturday 10am – 11:30pm*

***Clackamas County Fairgrounds & Event Center***

***694 NE 4<sup>th</sup> Ave***

***Canby, OR 97013***

Contact Information:

Email: [TylerN@CCFairEvents.com](mailto:TylerN@CCFairEvents.com) Phone: (503)263-9201

Web Site: [www.ClackamasCountyFair.com](http://www.ClackamasCountyFair.com)

# Clackamas County Fair 2020

## Vendor Application

### 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 18<sup>th</sup> – August 22<sup>nd</sup>

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

#### **Contact Information:**

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

**Web Site:** [www.ClackamasCountyFair.com](http://www.ClackamasCountyFair.com)



# Clackamas County Fair 2020

## Vendor Application



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

**Web Site:** [www.ClackamasCountyFair.com](http://www.ClackamasCountyFair.com)

# Clackamas County Fair 2020

## Vendor Application

### Product Information Form

CCFEC USE ONLY
BOOTH # _____

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. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_
16. \_\_\_\_\_
17. \_\_\_\_\_
18. \_\_\_\_\_
19. \_\_\_\_\_
20. \_\_\_\_\_
21. \_\_\_\_\_
22. \_\_\_\_\_

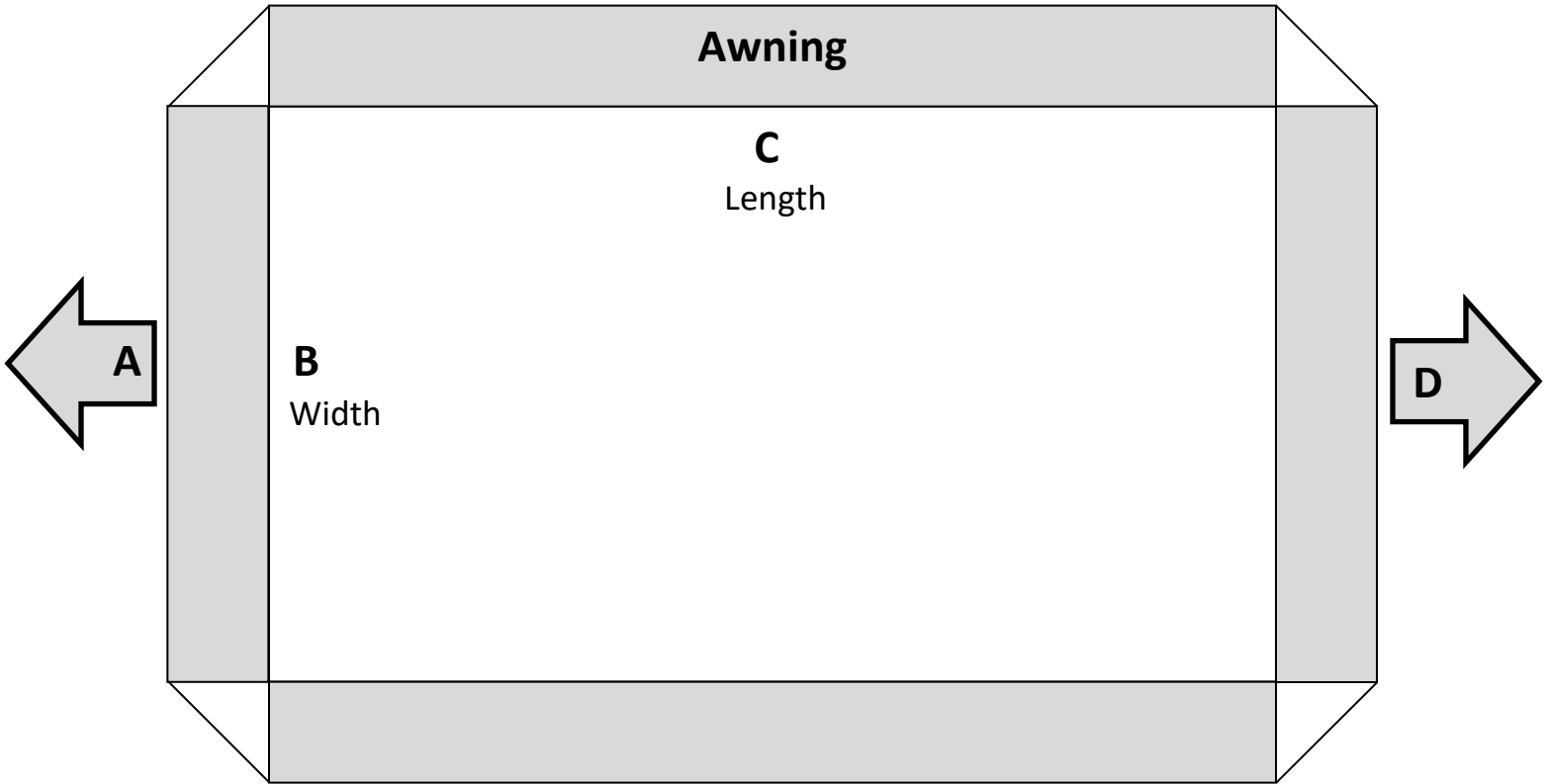
\_\_\_\_\_  
Authorized Vendor Signature/Date

# Clackamas County Fair 2020

## Vendor Application

### Booth Schematic

(Please still attach photos of booth)



**BOOTH DIMENSIONS:**

$\frac{\quad}{B} \times \frac{\quad}{C} \times \frac{\quad}{\text{Height}}$

**AWNINGS:** Specify dimensions of any awnings -

$\frac{\quad}{B} \times \frac{\quad}{C} \times \frac{\quad}{\text{Height}}$

**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.  
\_\_\_\_\_

**Contact Information:**

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

**Web Site:** [www.ClackamasCountyFair.com](http://www.ClackamasCountyFair.com)

# Clackamas County Fair 2020

## Vendor Application

### Commercial Vendor Booth & Equipment Fees:

#### **INDOOR COMMERCIAL EXHIBIT SPACE**

Main Pavilion (no air conditioning is in this building)

8x8	Inline	\$450 booth fee	8x10	Inline	\$500 booth fee
8x8	Corner	\$475 booth fee	8x10	Corner	\$525 booth fee
10x10	Inline	\$575 booth fee	10x20	Inline	\$950 booth fee
10x10	Corner	\$600 booth fee	10x20	Corner	\$1050 booth fee

#### **OUTDOOR COMMERCIAL EXHIBIT SPACE**

10x10	Inline	\$600 per booth fee	10x20	Inline	\$1,000 booth fee
10x10	Corner	\$650 per booth fee	10x20	Corner	\$1,100 booth fee
15x8	Inline	\$600 per booth fee	20x20	Inline	\$2,100 booth fee
15x8	Corner	\$625 per booth fee	20x20	Corner	\$2,300 booth fee

### 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<sup>nd</sup> 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.

10'x10'	\$125	20'X20'	\$235	10'X15'	\$220
10'X20'	\$230	20'X30'	\$340	15'X30'	\$340
10'X30'	\$340	20'X40'	\$445	15'X40'	\$445
10'X40'	\$460	20'X50'	\$550		

#### **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.

#### **Contact Information:**

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

**Web Site:** [www.ClackamasCountyFair.com](http://www.ClackamasCountyFair.com)