

Doddridge County Fair Commission, Inc.

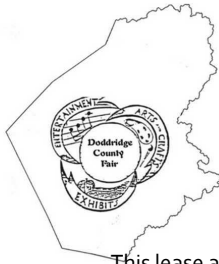
PO Box 38, West Union, WV 26456

Welcome, I would like to welcome you to the 2018 42nd Annual Doddridge County Fair which will be held August 21 – 25, 2018. The Commercial Booths Committee Chairman has changed to Ryan Sutton if you have any questions or concerns please direct them to me. Please see below on some changes for 2018 Food Vendors will setup between 8 AM to Noon on Monday, August 20, 2018 with other vendors setting up on the same day in the afternoon.

- Vendors must complete a Vendor Application, Liability Insurance Certificate and Payment return to the Doddridge County Fair Commission.
- Application must be postmarked by June 1, 2018.
- All commercial vendors must provide the Doddridge County Fair Commission with a certificate of liability insurance list the “Doddridge County Fair Commission, Inc. as additional insured.
- **Concessions Vendors** – New Playground - The Doddridge County Park Commission has planned to remove the playground area build a new one replacing the volleyball & Tennis Courts by the stage. The work will start in March 2018 should be a completed before the fair. This will change the layout of our Food Vendor area to more of a straight-line row for food vendors.
- **New Vendors:** Thank you for your interest in the 2018 Doddridge County Fair once your application has been processed you will receive a confirmation letter. If for some reason you do not get a letter please contact the Booths Chairman.
- Mail this application, the signed lease-contract, **payment in full**, (Booth Photo) and certificate of Insurance to:

Ryan Sutton 2636 Miletus Road Salem WV 26426	For Questions Contact Booths Chairman Ryan Sutton (304) 672-5286 (Cell)
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Organization/Business/Individual Name:
Contact Name:
Address:
City: State: Zip:
Phone: Alternate Phone:
Email:
Brief Description of activity, items to be sold or displayed:
Electricity 50 Amp Included in space – Twist Lock Connection Required
Commercial Food / Concessions (Tues – Sat) \$300.00
Concessions Space 15’ X 25’ @ \$300.00 \$
Stock Truck Parking Additional \$100 Each – Do you need this space - \$
Non-Profit Concessions Organization
Concessions Space 15’ X 25’ @ \$150.00 \$
Stock Truck Parking Additional \$100 Each – Do you need this space - \$
following are non-food Spaces
Electricity Provided 40 AMP – Bright Colored 12 Gauge Extension Cord Required.
Commercial Vendors \$100 up to 20 Frontage Feet \$5/ Additional Foot
Total footage space requested: Approximately 10x20 (Tues – Sat) \$
Electricity Additional \$10 per space \$
Community / Non-Profit Organizations: \$35 Single Product
Total Frontage Space requested Approximately 10x10 (Tues – Sat) \$
Electricity Additional \$10 per space \$
Non-Profit Informational Space: Setup Fee waived
Number of booth spaces requested Approximately 10x10 (Tues – Sat) \$
Electricity Additional \$10 per space (based on availability) \$
FAIR PASSES REQUIRED!
of week – long non-riding passes @ 25 per person \$
of week – long riding passes @ 35 per person \$
of one day, fair passes: Tues – Thursday @ \$10.00 each / Fri & Sat \$10 \$
TOTAL OF ALL FEES ENCLOSED \$



Doddridge County Fair Commission, Inc.

PO Box 38, West Union, WV 26456

This lease agreement, made this ____ day of ____, 2018 by and between the Doddridge County Fair Commission, Inc. (Lessor) and _____ (Lessee), for the total sum of \$_____ payable by lessee to lessor at the time of submitting the lease agreement, doe agree to abide by the following terms and conditions.

All leased space shall be for a term of five days beginning on August 21 and ending on August 25, 2018.

Lessee agrees that they are operating as an independent contractor and will identify themselves as such during all operations during the time of the lease.

Lessee shall submit with this application a copy of valid insurance policy or certificate of insurance.

All applications must also include a photo of your booth.

Lessee shall not move onto assigned premises until the assigned setup time.

Lessee will have their booth open on all days of the Fair during the Fair's normal operating hours (T-F 4:00 pm – 11:00 pm and Sat 12 noon – 11:00 pm) Exceptions will be made for Single Day Booths.

No vehicles campers or trailers may be parked in or behind assigned booth spaces. Additional stock, parking, or camping is located elsewhere on the grounds.

Lessee shall bring no motor on the fairgrounds property during the lease except for the period each morning (T-F 8:00 am - 12:00 noon; Sat. 8:00 – 10:00am) for the purpose of providing stock and materials to booth.

Absolutely No Operation of unapproved motorized vehicles will be allowed on park grounds during all operating hours. This includes all 4-wheelers, golf carts, etc.

Lessee may not change any items to be sold, activity to be offered or menu served from that listed on approved Vendor Application and may not solicit or conduct business outside assigned booth area.

Lessee is responsible for providing all connections and supplies for connecting their booth in to electric, water or other services.

Lessee is responsible for abiding by all copyright laws pertaining to all booth items during the lease.

Lessee shall keep the lease premises in a clean and sanitary condition at all times and properly dispose of all trash in designated area during the lease.

Lessee shall dispose of grease or oils used for cooking during the fair in assigned approved location or will need to take with them. If you do not abide by this policy you will not be invited back to future fairs.

Lessee shall comply with all State, Fair & local health and safety regulations.

Lessee, upon vacating the premises, shall completely clean the premises of all litter and dispose of the same in a designated area as directed by Lessor.

Lessee hereby releases Lessor and the Doddridge County Park from last claims demands, and damages what-so-ever in relation to personal injury and/or property damage sustained while operating their business on the leased premises.

Lessee acknowledges that if provisions of this agreement are not adhered to that they will forfeit the privilege of future patriation as a vendor at the Doddridge County Fair.

The Doddridge County Fair Commission reserves the right to change the terms of this lease at any time without prior notice.

NO Pets Allowed on Fairgrounds! Service animals specially trained to aid a person with a disability are welcome.

No refunds of any and all application fees.

There will be a \$35.00 charge for returned checks from the vendor's bank for nonpayment.

LESSEE:

By: _____ Date: _____
(Owner/Authorized Signature)

LESSOR

By: _____ Date: _____
(Authorized Signature Commercial Booths Committee)

Please complete both sides of this application and Mail by June 1, 2018 to:
Ryan Sutton, 2636 Miletus Road, Salem WV 26426

www.doddridgecountyfair.com

Facebook @DoddridgeCountyFair & Twitter @DoddridgeCoFair