



**SAN MATEO COUNTY
FAIR
COMMERCIAL VENDOR
APPLICATION**

THIS APPLICATION FOR EXHIBIT SPACE IS NOT A
CONTRACT,
NOR A GUARANTEE FOR SPACE.

Application Deadline is April 1, 2009.

This form must be completed in full to be considered.

Company

Name: _____

DBA (if

applicable): _____

Owners Name: _____

On site contact name: _____

Street Address:

_____ City: _____ State:

_____ Zip: _____

Business Phone: _____ Residence Phone: _____

_____ Fax: _____ Cell

Phone: _____ Website: _____

Email: _____

California Seller's Permit # / Resale #:

(You must have a Seller's Permit # in order to sell your product at the fair)

REFERENCES: Please list (3) recent county fairs or events at which you have exhibited

Please list Year, Name of Fair / Event, Contact Person, Phone Number

1. _____

2. _____

3. _____

PROPOSED PRODUCTS & PRICES:

*ALL items must be listed or will not be consider being in your contract. Attach additional sheet if necessary. ** Please note: No Product can be added later without the Fair Management Approval. ***

1.

2.

3.

4.

5.

CHECK THE ITEMS WHICH APPLY TO YOUR EXHIBIT BOOTH.

DO YOU PLAN TO:

Give away product(s)? _____ If so, describe item(s)?

Offer Free Food Sample(s)? _____ If so, describe item(s)?

Sell Food / Beverage Products?

Does your staff currently wear uniforms when operating? YES NO (Circle One)

Use a Pitch Product? If so, describe item(s)

Conduct a Drawing? (Describe method & prizes)_____

Require use of Water and /or Drain for operation. If so, describe

Do you have your own Liability Insurance Coverage? YES NO (Circle one)

Are you purchasing Liability Insurance from us? YES NO (Circle one)

Do you need Telephone/Internet Service for your booth? YES NO (Circle one)

Do you need to rent booth decorations (Tables, Carpet, Linens, etc?) YES NO

Are you using sound devices? (T.V., Radio, P.A. System, etc?) YES NO

(If so you will need to purchase additional electricity)

ELECTRICITY REQUIREMENTS:

Each booth will receive one 110 volt / 500 watt outlet at no cost to the exhibitor. Additional electrical needs will be subject to fees. Please indicate additional needs below:

Voltage Wattage Amperage _____

Special Electrical Requests _____

RV/STOCK TRUCK/DEAD STORAGE REQUIREMENTS:

If RV, stock truck or dead storage is needed please indicate type and number of space needed. *Example: Water, Sewage, Electricity, Electricity Only or No Utilities.*

RV _____

 Stock Truck

 Dead Storage

VENDOR SPACE DESIRED:

Vendor Space is sold in increments of 10'x10'. Number of Space(s) Requested:

PLEASE CHECK YOUR LOCATION AND BOOTH TYPE PREFERENCE:

EXPO HALL: _____ Corner (\$950)
 _____ In-Line (\$850)
 _____ Any Available

(Main Commercial Vendor Hall, houses over 150 Vendor Booths, Pipe & Drape provided)

OUTDOOR: _____ (\$800 - \$1,000 depending on location)

(Locations Vary. Some spots will be assigned until arriving on the grounds the day of check in. Tents are required and will be provided by the Fair at no additional cost)

NON PROFIT: _____ (\$500)

(State and County Agencies and Youth Service Organizations as defined by the County of San Mateo and approved by the San Mateo County Fair Board of Directors. Booth location will be assigned by the Fair).

Please note any additional requests or comments

here: _____

The deadline for submitting your application is April 1, 2009. We will continue to accept applications until August 1, 2009.

If you are selected to participate you will be issued a contract by May 2009. Any applications received after April 1, 2009 will be put on a waiting list until space becomes available and you will be contacted at that time. We will not be contacting you before this time unless we have questions regarding your application.

I agree to and abide by any future rules and regulations in the Exhibitor's Handbook and any future contract, should space become available. I understand this is not a commitment by the applicant nor is it an offer of space by the San Mateo County Fair.

Printed Name

Date

Signature

Title

Please return this application to:

Ingrid Davila, Fair & Events Coordinator
San Mateo County Event Center
2495 South Delaware St.
San Mateo, CA 94403-0627
Phone: 650-574-3247 Fax: 650-574-3985
Idavila@smeventcenter.com
www.SanMateoCountyFair.com