

VENDOR REGISTRATION

Arts, Crafts, & Gift Show

SALE DATE: SAT. MAY 11, 2019...9am - 3pm

Please - complete this application - sign and return this entire page with your payment. Thank You!

FOR FAIR OFFICE USE ONLY:

BUILDING: BLUE PAVILION

OUTSIDE: (By Vendor Request ONLY)

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VENDOR RULES:

- Last sale vendors get first choice on their previous space (Until APRIL 11, 2019) All spaces are assigned on a "first-come" basis. **Fair management has the final decision in vendor placement.**
- Fair management reserves right to refuse rental of space to vendor.
- If you sell baked goods, or produce a food product for sale - please contact Lewis Co. Health Dept. for current guidelines. **Products that fail to comply will not be allowed in the sale.**
- "Adult" entertainment and illegal drug related products are NOT allowed. NO open flames. **Firearms and ammunition of any kind are NOT allowed** - Wes Knodel Gun Show is the licensed venue for these items.
- All vendors must register and pay in advance of sale day. No vendor registration on sale day.
- Vendor set-up Friday, the day before the sale, 9:00 am - 9:00 pm. Also, Sat. 7:00 am - 9:00 am. Vendor tear-down Sat. night 3:00 pm - 9:00 pm. Please, no early tear-down. You are responsible for securing your space.
- Vendor agrees to hold the Southwest Washington Fair, Lewis County, it's Officers, Directors, Agents, and Employees harmless in any claims of theft, damage or injury.
- At the request of our vendors - space is limited to one each of "franchise" or "product line" sellers - such as "AVON," "WATKINS," "COOKIE LEE," "SCENTSY," "PARTY LITE," etc. for this event.
- All vendors entering the grounds between 7:00am - 9:00am on Sat. must have a vendor pass. Vendor passes will be distributed on Friday when you set-up. (Mailed to out-of-town vendors prior to sale day.)
- PLEASE - NO NAILS, NO SCREWS, NO TAPE in walls, posts, beams, floors... MANY BUILDINGS ARE NEWLY REMODELED AT GREAT EXPENSE...PLEASE HELP US KEEP THEM IN NEW CONDITION!**...vendors may bring in their own free-standing clothing racks, screens, free-standing displays, additional tables, chairs, show cases, additional lighting, ...as needed...all must fit within your space.
- For safety - please - absolutely no motor vehicles on the midway 9:00am - 3:00pm on sale day. Please NO vehicles inside buildings.**
- The individual signing this agreement is responsible for making sure all members of their party are aware of and abide by these show rules.
- NO DUMPING:** Please - you must remove everything you bring with you - especially large items like furniture or appliances. The fair will bill you for any dumping expenses on any merchandise left behind. **PLEASE DO NOT LEAVE FREE MERCHANDISE ANYWHERE.**

LOCATION:

SOUTHWEST WASHINGTON FAIRGROUNDS
 2555 North National Ave. Chehalis, WA 98532

PUBLIC HOURS - PARKING - ADMISSION: to all shows on grounds this date
 Sale open to the public: Saturday only...9:00 am-3:00 pm. Use Blue and Green entrance gates. \$5.00 EARLY-BIRD buyer entry at 8:00 am.
 Parking: free to the public and vendors in fairgrounds lots.
 Admission:\$3.00 adults. Age 12 & under free all day. Vendors with vendor pass admitted free. Vendor passes distributed Friday during set-up and/or mailed to vendors upon receipt of payment and application.

VENDORS WANTED:

Non-profits, schools, churches, youth groups, service clubs, individuals, families, businesses, artists, crafters, antique dealers, gift sellers are all welcome.
77 * INDOOR * OR UNDER COVER VENDOR SPACES AVAILABLE:
 > Approx. 12' x 18'...only \$45.00 ...includes a 6' table, 2 chairs, vendor passes & access to electric where possible. (Space sizes are approximate).
 >>>Vendors are placed outdoors by their request only.<<<

VENDOR QUESTIONS?/INFO:

Call (360) 740-2655 or (360) 740-1495, M-F, during business hours. If you call after hours, please leave a message and we'll return your call promptly. Please speak s-l-o-w-l-y and clearly to leave a message.

VENDOR SET-UP / TEAR-DOWN:

Set-up Friday, the day before the sale, from 9:00 am till 9:00 pm. Additional set-up time on Saturday, sale day, from 7:00 am - 9:00 am. No earlier, no later. **All vehicles must be off the midway by 9:00 am on Sat.**
 You are responsible for covering your tables and securing your space. All buildings are closed and locked Friday night - and not unlocked until vendors arrive at 7:00 am Saturday morning.
 Tear-down is from 3:00 pm - 9:00 pm. Saturday night. Everything must be removed from the fairgrounds by Saturday night.

VENDOR CONFIRMATION:

All vendors will receive a notification in the mail approximately one week before sale date with their building location and space number.
 Vendor admission passes for Saturday morning are mailed or distributed in-person on Friday during set-up. **If you're coming from out of town, to set up Sat. am - you'll get your vendor passes in the mail about a week prior to sale day.**

CAMPING ON SITE:

Fee \$30.00 per night per unit. You must purchase camping tag before event or at fair office prior to closing for the day. All camps must be outside fair gates, in South parking lot only.

NO REFUNDS

FOR OFFICE USE ONLY: Vendor Passes #s _____
Date Paid _____ Check # _____
Cash _____ CC _____ Receipt # _____

Contact Name (print) _____ Phone (____) _____
 Signature _____ Organization or Business Name (If applicable) _____
 Mailing Address _____ City _____ Zip _____
 We are selling: _____ crafts / _____ /art _____ gifts/ _____ other
 State of Washington **requires** you to provide a tax I.D. # on this form. **Please provide one:** Individual SS#: _____ **OR** Commercial UBI# _____ **OR** Non-Profit 91# _____
 Vendor Passes - limit 4 per individual or family per space ... limit 8 per non-profit group.

How Many Vendor Passes Do You Need?
 2 or MORE Spaces _____ @ \$40.00ea. = _____
 Number of Spaces _____ @ \$45.00 ea. = _____
 Extra Chairs _____ @ \$ 2.00 ea. = _____
 Extra Tables _____ @ \$ 6.00 ea. = _____
 Total Amount Due With This Reservation = _____

Returning vendors: To Get Your Regular Space
 Pay \$45 for single space / \$40 per for multiple spaces - must pay by April 11, 2019.
New vendors:
 Pay \$45 for a single space / \$40 per for multiple spaces - when paid by April 11, 2019.
AFTER APRIL 11: All spaces are \$45 each

Please make checks & money orders payable to:
 Southwest Washington Fairgrounds
 > Payment in-person or by mail-check or money order: Southwest Washington Fairgrounds2555 North National Avenue... Chehalis, WA 98532
 > Payment by phone with VISA/MC/Discover....Fair Office...(360) 740 - 1495 (cannot run debit over the phone - must run as credit)
NOTE: To secure your vendor space-this completed form and payment must both be on file at the Fair Office before sale.