



Sawyer County Agricultural Fair Association

Booth Vendor Information Form

We are happy to invite prospective *Booth Vendors* to apply for a spot at the 2024 Sawyer County Fair! The Sawyer County Fair will be held on August 15th-18th, 2024, in Hayward, Wisconsin.
Please read the Sawyer County Fair Booth Vendor Information *carefully*:

Event: Sawyer County Fair, Thursday, August 15th through Sunday, August 18th, 2024.

Terms and Conditions: The following terms and conditions are understood:

1. This lease shall not become effective until Vendor Application Form, fees, certificate of insurance, and S-240 form are on file with the SCAFA.
2. The State of Wisconsin requires all vendors to complete a seller's form, S-240 available at www.dor.state.wi.us/sales/s-240.pdf. Please complete this form and return with your application.
3. Vendors must set-up Thursday between 9:00 a.m. and 4:00 p.m. SCAFA reserves the right to resell any spaces not occupied by Thursday noon.
4. Hours of operation are Thursday 5:00 p.m. - 8:00 p.m., Friday-Saturday 12:00 p.m. - 8 p.m. and Sunday 12:00 p.m. - 4 p.m.
5. Space allotted may not be sublet.
6. All items sold, or given away, shall be listed on the application and approved by the SCAFA. SCAFA has the right to deny the display and/or sale of any items for any reason including, which in its judgment, are inappropriate.
7. Handbills, fliers, etc. will only be distributed with prior SCAFA approval. No vendor shall distribute items outside of their lease area.
8. Designated parking space is not available. You may drive up to your space to load or unload, but must park in public parking areas.
9. No food or beverage samples may be given without prior permission from the SCAFA.
10. Public Address systems or other noise-makers must be previously approved by the SCAFA.
11. Outdoor space size is approx. 10' x 10'. Vendors must provide their own equipment i.e. tent, tables, chairs. Implement/vehicle vendor space size is negotiable. A limited number of indoor spaces are available.
12. Vendors must keep their areas neat and are expected to have space cleaned prior to leaving the fair.

Fees

- \$150 non-refundable fee per 10 ft. space for retailers OR
- \$75 non-refundable fee for 10 ft. non-profit organizations
- \$150 security deposit. **If you leave before Sunday at 4pm, your deposit will be forfeited.**
- Additional \$50 charge per space if electricity is requested. Special hook-ups or adapters must have prior permission from SCAFA, and will be supplied by the vendor.

Admission

2 passes will be issued for entrance into fair Lost, stolen, or additional passes must be purchased.

Insurance

Vendors must provide a certificate of insurance that names the Sawyer County Agricultural Fair Association and Sawyer County as additional insured. A certificate of insurance is due with Vendor Application.

Camping

Camping facilities are **not** available on the grounds. Nearby camping facilities include:
KOA- 715-634-2331, Seven Winds Lodge- 715-634-8574, Lake Chippewa Campground- 715-462-3672.

The lessee and its representatives agree to hold the Sawyer County and the Sawyer County Agricultural Fair Association harmless from any loss or damage, including attorneys' fees, arising out of lessee's use of the Sawyer County Fairgrounds, whether that loss arises from bodily injury, property damage or from any other cause. In the event that Sawyer County or SCAFA receive notice of any injury, property damage or claim of any type arising out of the lessee's use of the SCF, the lessee agrees to defend Sawyer County and the SCAFA and compensate them. If the lessee fails to defend Sawyer County and the SCAFA after notice, Sawyer County and SCAFA may engage attorneys. Lessee shall bear the cost of such attorneys.

For additional information, e-mail sawyercountyfair@gmail.com or call 715-934-2721 and leave a message. We will return your call as soon as possible.

Send all information to:

sawyercountyfair@gmail.com