

Kenosha County Fair
PO Box 96 / 30820 111th Street
Wilmot, WI 53192
262-862-6121
fairmanager@kenoshacofair.com



2023 New Outdoor Vendor Information and Application

Thank you for your interest in exhibiting and/or being a Vendor at the Kenosha County Fair. Below please find the information for the 2023 Kenosha County Fair “Barnyard Mardi Gras” with dates of August 16 – 20, 2023. We average approximately 50,000 guests each year and have a grandstand capacity of 5,100 people.

New Vendor Applications will be reviewed to determine if similar products are already offered. New Vendor Applications must be submitted with a photo of the booth, but do not need to send a deposit check with the application. Once the application has been accepted, a signed contract will be returned and a deposit will be due at that time.

General Information:

The **Outdoor Exhibit Space** is charged by the frontage foot with a minimum of 15 feet required. If you require additional space, it is added in 5-foot increments. Water is included in the rental fee, but electricity fees apply based on type required. Water is not available on all sites. All Vendors are required to submit a complete list of all items you wish to sell. Exhibit space requirements must include trailer tongues, tie downs, awnings, etc.

Each Vendor is required to provide a **Certificate of Insurance** naming the Kenosha County Fair Association, Inc. as additional insured in the amount of \$1,000,000. This Certificate must be received by the Fair Office by August 1, 2023. No set up can occur without the Certificate of Insurance.

One **Complimentary Weekly Pass** is provided with each contract. Additional tickets can be purchased on the Vendor Application form or at the Fair office. We offer two options for tickets. A 5 Day Season Pass for \$35.00 or a block of 5 Daily Tickets for \$35.00 (this is a discounted rate off the Main Gate price of \$10.00 per day and is available for Vendors/Exhibitors only). All Vendors/Exhibitors/Concessionaires must have a ticket to enter the grounds each day.

Vendor packets (including 1 complimentary ticket, additional purchased tickets, space location, camping location, and payment receipt) can be picked up upon arrival at the fair Monday and/or Tuesday from 9AM – 6PM in the Fair Office located at the south end of the Fairgrounds.

- **NEW IN 2023:**
 - The camping grounds have been re-designed and upgraded with new electric hook-ups and water lines. Camping spaces will be assigned based on the amount of electricity required for each camper. A 2023 Camping Form has been included with this information. Please return it with the 2023 Vendor Contract.
 - Stock truck parking will be in a different location in 2023. It will be along the fence behind the Raceway Concession Stand and have electricity available.

Important Dates to remember:

- Payment in full and a Certificate of Insurance is due to the Kenosha County Fair
- August 14 – 15 9AM – 6PM – Vendor Set up

Thank you for considering the Kenosha County Fair. We look forward to reviewing your application!

Sincerely,

Denise Zirbel
Fair Manager

Kenosha County Fair Vendor/Exhibitor Rules and Regulations

The following rules and regulations shall apply. Violation of any of these terms shall cancel this contract.

- The outdoor exhibit hours are 10AM to 9PM Wednesday and Thursday, 10AM – 10PM Friday and Saturday and 10AM – 7PM Sunday. All exhibits must be staffed during these hours. Outdoor exhibitors may remain open until the Midway closes. Food concessions may remain open past the required time until it is not profitable.
- Exhibits must be set up Monday and/or Tuesday between 9AM and 6PM. All exhibits should be ready to open by 10AM Wednesday. Take down may **begin** on Sunday at 7PM, no vehicles will be allowed on the Fairgrounds until 8PM. All exhibits must be removed by 4PM on the day after the fair closes. A storage fee will apply for anything remaining after 4PM on the day after the fair closes. Early take down and/or departure will be subject to paying a deposit fee the following year and/or non-renewal of the contract.
- No vehicle traffic is allowed on the fairgrounds from 8AM – Midnight each day. This includes four wheelers and side by side vehicles. If deliveries arrive after 8AM, please contact the Fair Police for assistance in getting the delivery to the Vendor.
- Each Vendor is required to provide a Certificate of Insurance naming the Kenosha County Fair Association, Inc. as additional insured in the amount of \$1,000,000. This Certificate must be received by August 1, 2023. No vendor set up will be allowed until a Certificate of Insurance is received.
- This contract does not allow subletting of space and is not transferable. Vendors must exhibit all 5 days of the Fair.
- The cost of electrical connection, inspection fees and special phone fees are to be borne by the exhibitor. Exhibitors will provide their own tables, chairs, extension cords, etc.
- The applicant shall not interfere with other exhibitors by the excessive use of loudspeakers, amplifiers of sound, radios, other broadcasting devices, and sound attracting gimmicks with final decision up to the Fair Manager.
- Posting of flyers will not be allowed to any Fair Grounds property, either permanent or temporary, or to a vehicle upon the Fair Grounds.
- The Kenosha County Fair reserves the right to cancel or deny any application by refunding the deposit and indicating the reason for the cancellation or denial. No refunds of deposit except by cancellation or denial of the contract. The Fair also reserves the right to assign booth/space location.
- No sale of weapons of any type (such as knives, throwing stars, chains, guns which shoot small beads, etc.); laser lights, and any products not safe or of poor image with the final decision being up to the Fair Manager.
- Exhibitors shall provide sufficient containers for trash in exhibit space.
- Food Vendors will be required to meet the State Department of Health Standards. The Kenosha County Health Department personnel will inspect each food stand. Contact the Kenosha County Health Department at (262) 605-6700 with questions about licensing and inspections. Each Vendor will also have an inspection from the Salem Lakes Fire Department.
- No soliciting or selling merchandise, including passing out of brochures/literature outside of the rental location, this includes sandwich boards. All Vendors must be 3 feet off the road, per Village ordinance. Awnings cannot extend onto the roadway.
- All Storage trailers/trucks must have contact name and working phone number on the back door for emergencies. Storage trucks will be required to park in a designated area and have a parking pass in the window.
- No parking or camping on fairgrounds except in designated areas with proper payment, registration and window pass.
- The Kenosha County Fair is in no way responsible for the damage of property of exhibitor's due to theft, fire, water and natural causes such as weather conditions; including any personal injury of exhibitors and their employees.

KENOSHA COUNTY FAIR ASSOCIATION INC.

2023 VENDOR AND EXHIBITOR RATES

Outdoor Space *(minimum depth 20+ feet)*

15' Block	\$ 275.00
20' Block	\$ 400.00
25' Block	\$ 450.00

Corner and Main Locations *(if available, check with Fair Office)*

20' Block	\$ 500.00
25' Block	\$ 550.00

Electrical Charges

One 120 volt (20 amp) plug	\$ 50.00
One 240 volt: 30 to 60 amp connection	\$ 175.00
One 240 volt: 60 - 100 amp connection	\$ 200.00

These charges are valid from 9AM Monday to Midnight on the last day of the Fair. A \$50.00 surcharge will be assessed for any connection prior to 9AM Monday or after midnight on the last day of the Fair.

Other Charges

Food Concession Charge	\$ 150.00
Stock Truck Parking (no electric)	\$ 65.00
Stock Trucking Parking with electric	\$ 130.00
Camping (additional form required, electric fee also applies)	\$ 150.00

Ticket Prices

5 Day Season Pass	\$ 35.00
Block of 5 Daily Passes*	\$ 35.00
Daily Admission Ages 12+	\$ 10.00
Daily Admission 7 – 11 years	\$ 5.00
Preferred Parking Permit	\$ 15.00
General Parking	FREE

**Block of 5 Daily Passes are for Vendors ONLY!*

ALL EXHIBITORS, VENDORS AND WORKERS WILL NEED A PASS TO ENTER THE FAIR – NO EXCEPTIONS!

Kenosha County Fair Association Inc.

2023 OUTDOOR VENDOR/EXHIBITOR CONTRACT

Kenosha County Fair Association Inc.
 PO Box 96 / 30820 111th Avenue
 Wilmot, WI 53192

262-862-6121
 Denise Zirbel, Fair Manager
 fairmanager@kenoshacofair.com

The Kenosha County Fair Association Inc., for the dates of August 16 - 20, 2023, enters into agreement with:

 Business Name

 Contact Person

 Address

(_____)_____
 Cellular Phone

 City, State, Zip

 Email Address (required)

 Contact Name on Fairgrounds 8/16 – 20/2023

 Contact Number on Fairgrounds 8/16 – 20/2023

OUTDOOR SPACE

Space Required _____ Ft. \$ _____

Food Concession Charge (\$150.00) \$ _____
Required for all food Vendors

Stock Truck – no electric (\$65.00) \$ _____

Stock Truck with electric (\$130.00) \$ _____

Preferred Parking Permit: Quantity _____ x \$15.00 each \$ _____

5 Day Season Pass: Quantity _____ x \$35.00 each \$ _____

Block of 5 Daily Tickets: Quantity _____ x \$35.00 each \$ _____

Electric – One 120 Volt (20 amp) (\$50.00) \$ _____

One 240 volt: 30 to 60 amp connection (\$175.00) \$ _____

One 240 volt: 60 to 100 amp connection (\$200.00) \$ _____

Total: \$ _____

Deposit: \$ _____

Balance Due: \$ _____

A non-refundable deposit of at least \$100.00 is required when returning contract. Full balance due prior to 8/1/23.

All Vendors are required to submit a list of items for sale (see attached page).

For Office Use Only:

Balance Due: _____

Payment Amt: _____

Check/Cash/CC: _____

Date: _____

Upon both signature, Vendor/Exhibitor understands and agrees that this contract shall become binding between both parties under the terms and conditions stated in the contract and abide by the rules and regulations on the attachment and cover letter enclosed with this contract. All fees collected are non-refundable.

 Concessionaire/Exhibitor Signature

 Date

 Fair Manager Signature

 Date

This form is required of all Vendors. It must be submitted with your application.

Food Vendors:

Once your contract is received and your menu is reviewed, you will receive a confirmation indicating which items you may sell. Food item approval will be granted on a first come first serve basis with grandfather rights granted to Vendors that have attended our Fair in the past. Items not on your approved food list will not be allowed to be sold at the fair. All food Vendors are required to submit this form.

List Menu Items Here (include beverages):

Non-Food Vendors:

Please provide a complete product description of all items to be sold and/or exhibited in your area: