



**TRI-COUNTY FAIR
COMMERICAL SALES
EXHIBIT APPLICATION**

BUSINESS /ORGANATION: _____

CONTACT PERSON: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE: _____ EMAIL: _____

ITEMS TO EXHIBIT OR SELL: _____

PLEASE FILL IN ALL THAT APPLY:

Indoor Space Requested: Exhibit building Under grandstand Fee \$ _____

Outdoor Space Requested: Barn Area _____ (footage) Grounds _____ (footage) Fee \$ _____

Camper fee for the week includes **electric/septic/water** _____ (camper length) **Fee \$150**

Program Ad Size _____ Fee \$ _____

Table Requested (inside only)

TOTAL AMOUNT ENCLOSED \$ _____

Please remit signed application along with insurance certificate and check or money order payable to the Tri-County Fair Association or TCF to the following address: MELINDA L. WALKER, Concession Manager, 143 Springdale Lane, Fort Seybert, WV 26802

Your fee will be returned if the application is not accepted. If application is accepted the fee is non-refundable. **No confirmation will be mailed, please make a copy for your records.** Your cancelled check is your receipt.

I have read and understand the Rules and Regulations and by signing this application herewith agree to abide by them.

APPLICANT'S SIGNATURE: _____ **DATE:** _____

TRI-COUNTY FAIR RULES AND REGULATION

SET UP TIMES: Vendors can set up on Saturday and Sunday from 9 a.m. through 5 p.m.

SELL OR EXHIBIT: Those selling products on the fairgrounds are requested to sell only “wholesome” articles that include such items as shirts, caps, etc. There is **NO** selling of fireworks, guns or domestic animals on the fairgrounds. If you do not follow these guidelines, you will be asked to vacate your space and no refund will be issued. ***Please list all items on the application that you wish to sell or exhibit for approval.*** Vendors may use their discretion as whether to sell on Saturday and Sunday. Keep in mind that the fair isn’t in full swing till Monday when gate admission is charged. We ask that all vendors **OPEN** on Monday.

VEHICLES: Vehicles will not be allowed on the grounds after Monday without a permit parking pass or a handicap sticker in plan site. A limited number of passes will be issued and only permitted to enter through the North Avenue Gate (back gate) only.

DELIVERIES: In receiving deliveries, you should plan for early morning deliveries before the fair officially opens for the day. If you cannot make that time, please have a “hand truck” on hand to bring in extra supplies from the parking area.

FOOD CONCESSIONS: All food concessions are required to meet the guidelines of the Grant County Health Department (304) 257-4922. **It is your responsibility to contact the health department.** You are responsible for keeping all trash clean around your space.

TRASH CLEAN UP: All renters are responsible for picking up trash around their area. Inside rentals please don’t leave drinks or food on your table. Trash is to be placed in the dumpster/trash truck provided on the grounds. **NOT AROUND THE TRASH CANS!** If discarding boxes they need to be broken down before placing them in the dumpster/trash truck. Concessionaires using grease are responsible for removing it from the grounds. Grease or any other flammable materials are ***not to be placed in trash cans or dumpster.*** All renters are responsible for leaving their area the way it was found upon arrival.

INSURANCE IS REQUIRED FOR ALL RENTERS! NO EXCEPTIONS!

The Tri-County Fair is not liable for any loss, damage, or destruction of any property belonging to the concessionaire. All Renters are required to provide a certificate of general liability insurance to the Tri-County Fair Association. No space can be reserved without proof of insurance. Certificate must accompany application and rental fee, even if it’s last years. I understand that some insurance renewal dates are between the application due date and the fair dates, if this is the case I will accept an old certificate, but I must have a new one on hand before you are allowed to set up at the fair.

PARADE: If you want to have a parade entry, please call Petersburg Volunteer Fire Company at (304) 257-1122 or C & B Auto at (304) 257-1999. Parade entries need to return to the fairgrounds by **North Ave. Gate only!**

GATE ADMISSION: All concession workers need to pay gate admission or provide a daily pass. Additional passes can be purchased at the fair office at the seasonal rate. If you or your associates harass our volunteer gate workers, you will be asked to vacate your space and **No Refund will be issued.**

GATE HOURS:

- North Avenue-Open all day for walk-ins and permit parking.
- Rig Street-Open all day for walk-ins only.
- School Ground-Open after 6 p.m. for walk-ins, vehicle parking if weather permits.

RENTAL: Rental fees are due with the return of a signed application and proof of insurance. Previous years' exhibitors will be given priority on same space location until *May 1st*, after which time it is on a first come basis.

NO RENTERS MAY SUBLET THEIR SPACE!

NO SMOKING ON THE FAIR GOUNDS BY THE ORDER OF THE GRANT COUNTY HEALTH DEPARTMENT!

CONTACT INFORMATION:

Melinda Walker
Concession Manager
Home: 304-249-5397
Cell: 304-668-0098
Email: tcfconcessions@yahoo.com