

24HF Craft Vendor Application

HARVEST FESTIVAL IS OCTOBER 26-27, 2024 AT PINAL FAIRGROUNDS & EVENT CENTER.

If your application is accepted, we will request a \$100 deposit which is due upon receipt of the contract. YOUR SPACE AND LOCATION ARE NOT GUARANTEED UNTIL FULL PAYMENT AND SIGNED CONTRACT IS RECEIVED.

The Arizona State Fire Marshall will be on site for inspections. All vendors must be completely set up and present for their inspection.

Rent for commercial vendors is based on booth size. All spaces are assigned by PCFEC management.

COMMERCIAL SPACE APPLICATION-DUE ON OR BEFORE SEPTEMBER 13, 2024.

* Indicates required question

1. **Craft Vendor Applications are for vendors who handmake 95% or more of their items themselves or within their immediate family unit.** *

Examples of craft vendors: crochet, sewing, knitting items made by you, candles, soaps, bath bombs made by you, upcycled, stone, metal jewelry made by you, cups, pottery, mugs made by you.

Not craft vendors (fill out the commercial vendor application): Any of the above items you have purchased elsewhere (Amazon, Etsy, other countries, etc.) that you are re-selling, MLM items (bows, spices, LulaRoe, Amway, doTerra, etc.)

If you have any questions, please call our office at 520-723-7881

Check all that apply.

I certify that I make 95% of the items that are for sale in my booth. (continue with application)

2. Company Name *

3. Contact Name *

4. Phone *

5. Cell Phone *

6. Is it ok to text the cell number above? *

Mark only one oval.

Yes

No

7. Email *

8. Address *

9. City *

10. State *

11. Zip Code *

12. On-Site Contact Person (who will be the main point of contact during the event?) *

13. On-Site Contact Person phone number *

VENDOR REFERENCES

14. Is this the first event ever for your booth or product? *

Mark only one oval.

Yes

No

15. If accepted, will this be the first time vending for Pinal County Fairgrounds and Event Center? *

Mark only one oval.

Yes

No

If you are not a new company, but have never been a vendor at the Pinal County Fairgrounds, please list 3 references from other events. **Please include the name of the event and the vendor coordinator's name, email and phone number.**

16. Vendor Reference #1

17. Vendor Reference #2

18. Vendor Reference #3

BOOTH INFORMATION

Open: Only tables and signage, no canopy, etc.

Tent: Your booth has a canopy (please indicate size)

Trailer: A pull type booth with or without a removable hitch

Truck: A single self contained unit, like a van.

19. Type of Booth (see definitions above) *

Mark only one oval.

Open

Tent

Trailer

Truck

20. **Inside-Booth Selection**

*

Please select the size of booth space you require. Include counters, awnings, mats, privacy rooms, hitch, etc.

Inside booths are housed in our commercial building and will have a full-height back canvas wall and half-height canvas side walls. We do not supply tables or chairs for booths.

Mark only one oval.

- 10'X10', Open Front Only, No Corner (\$75)
- 10'X10', Open front and one side corner (\$100)
- 10'X20', Open front only, no corner (\$125)
- 10'X20', Open front and one side corner (\$150)
- Other size, please call for pricing.
- I want an outside booth (see choices below)

21. **Outside-Booth Selection**

*

Please select the size of booth space you require. Include counters, awnings, mats, privacy rooms, hitch, etc.

Outside booths are located on the main walkway between the entrance and the carnival. We do not provide canopies or tents. We do not supply tables or chairs for booths.

Mark only one oval.

- 10'X10', Open Front Only, No Corner (\$75)
- 20'X10', Open front Only, No Corner (\$150)
- Other size, please call for pricing.
- I want an inside booth (see above)

22. Do you require electricity at your booth? *

Mark only one oval.

Yes

No

23. Select the voltage/amperage required. *

Mark only one oval.

110v/15A/30A

220v/50A

None

Other: _____

24. Please upload a minimum of 3 photos of your booth in operation. The more details the better. *

Files submitted:

25. **Menu and Prices** *

List every item you would like to sell.

Note: All products for which you apply may not be approved. Only the products listed on your contract, if you receive one, are authorized to be sold. Any changes must be approved in writing by Management.

If you would like to submit your list via email, please send them to vendors@pinalfairgrounds.com and write "emailed list" in the space below.

26. **Special Requests:**

Please use this space to make any special requests. While we cannot promise to grant all requests, we make an effort to accommodate our vendors; e.g. same spot as previous year, near another vendor, facing east, etc.

Credentials, Parking, Camping, Etc.

The Vendor Package **includes 2 Vendor Credentials** (entry passes for the duration of the event)

Each Vendor must purchase at least 1 parking pass (for reserved Vendor Parking and to enter the gate for stocking)

A limited number of RV spaces are available. Spaces will be assigned by management.*

*Camping spaces are not guaranteed and will be confirmed with your contract.

Additional credentials and passes may be purchased here or at check in.

27. Additional Admission Credentials (2 provided with space rent) \$10 per credential *

Mark only one oval.

0

1

2

3

4

5

28. Vehicle Parking Pass (minimum one per booth required) \$10 each *

Mark only one oval.

1

2

3

4

5

29. Camping (Water & electric only, 30 amp) \$25 per space per night *

Mark only one oval.

0 nights

1 night

2 nights

3 nights

4 nights

5 nights

30. Additional Camping (2nd rig) (Water & electric only, 30 amp) \$25 per space per night *

Mark only one oval.

0 nights

1 night

2 nights

3 nights

4 nights

5 nights

31. Stock Truck Parking (No Power) \$30 per space *

Mark only one oval.

0 spaces

1 space

2 spaces

3 spaces

32. Stock Truck Parking (With Power) \$50 per space *

Check all that apply.

110v/15A/30A

220v/50A

0 spaces

1 space

2 spaces

3 spaces

33. Golf Cart Pass (\$50 per cart) *

A certificate of insurance is now required for all golf cart passes. All drivers must be over the age of 16 with a valid driver's license. Passes must be affixed to the cart during the event.

Mark only one oval.

0 carts

1 cart

2 carts

Event Insurance

All contracted concessionaires and commercial vendors are required to provide product and general liability certificates of insurance for \$1 million (minimum). DO NOT REQUEST COI'S UNTIL YOU HAVE BEEN APPROVED AND RECEIVED A CONTRACT.

Vendor provided insurance certificates must include "Pinal County, Central Arizona Fair Association, Fair Executives, their officers, officials, agents, employees and representatives" as additionally insured. The certificate holder must be:

Central Arizona Fair Association

512 S. 11 Mile Corner Rd

Casa Grande, AZ 85194

34. By checking this box, I understand that if I am accepted as a vendor for this event, ^{*} I am required to provide a certificate of insurance to the facility. If I am unable to provide my own, I may purchase a policy for an additional fee from Central AZ Fair Association. I am certifying that I have reviewed my application and all of the information I have entered is correct and accurate.

Check all that apply.

Yes, I understand.

This content is neither created nor endorsed by Google.

Google Forms