



# COMMERCIAL SALES/EXHIBITS APPLICATION

Concessions Manager, PO Drawer 986, Lewisburg, WV 24901

304-645-1090 - events@statefairfww.com - www.statefairfww.com

(This application used for Grandstand Marketplace, Outdoor Space, WV Building & Miscellaneous Non-Profits)

## SPACE INFORMATION

**Indoor - Grandstand Marketplace (retail sales & nonprofit groups)**

Number of Spaces Requested: (10x10) # \_\_\_\_\_

**Outdoor - Concession Midway (retail sales & non-profit groups)**

Minimum size req. \_\_\_\_\_ Maximum size req. \_\_\_\_\_

Check the area where your company would display:  Home & Garden

Education -  Recreation -  Tractors & Outdoor Equipment -  Livestock Supplies

Other \_\_\_\_\_

**West Virginia Building (State Agencies ONLY):** (10x10) # \_\_\_\_\_

### **Is your business/organization:**

State Agency: Yes No

Federal Agency: Yes No

Non-profit Organization: Yes No {If Yes: Non-Profit Category: 501(C)\_\_\_\_\_}

## CONTACT INFORMATION (PLEASE PRINT OR TYPE)

Business/Organization \_\_\_\_\_

Individual in Charge \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

Telephone #: \_\_\_\_\_ Cell# \_\_\_\_\_

Fax #: \_\_\_\_\_ Email: \_\_\_\_\_

Website: www. \_\_\_\_\_

## PRODUCT/EXHIBIT INFORMATION

Will there be direct sales of products or services to the public? Yes No

Submit copies of literature, brochures, photos, etc. that will help describe your items.

Will there be any items distributed free to the public? Yes No

Please describe items to be given away. Submit copies of literature, brochures, etc. that will be distributed.

## REFERENCES

List two other fairs, festivals, events, etc., in which you have participated within the last two years:

1. \_\_\_\_\_

2. \_\_\_\_\_

**Applicant's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

(Mail completed application to The State Fair of West Virginia)

## APPLICATION GUIDELINES

\*Space availability is not known until after mid-March for the upcoming Fair. Openings are determined after the previous year's exhibitors/concessionaires have returned their contracts.

\*Applications must be accompanied by a photo of your display set up. Failure to submit a photo will result in your application being rejected.

\*Space openings are filled using applications on file. Openings are filled with the intention of having a variety of products and services available during the Fair; not in chronological order by date.

\*The number of requests on file prohibits every applicant who does not receive space for any given year from being contacted.

\***Arts & Crafts exhibitors** complete an application for the Village Marketplace instead of this form. **Food Concessionaires** must complete a food application. **State & Federal Agencies & Non-Profit Organizations** must complete a non-profit application.

\*Any application which is not legible & complete will not be considered.

\*If your application is selected you will be notified of the rental and admission fees, and other costs by the Concession Manager. The SFWV reserves the right to adjust fees annually. Prices may change between the date of your application and when you are selected.

### **\*Liability insurance is required for exhibitors.**

\*Applications are kept on file for three years.

\*For a complete listing of the concession areas and current guidelines for each one visit [www.statefairfww.com](http://www.statefairfww.com)