JACKSON COUNTY FAIR ASSOCIATION
COMMERCIAL/FOOD BOOTH VENDOR POLICY

The Jackson County Fair Association will organize the commercial and food booths. The following guidelines are set up by the Fair Board.

BOOTH RENTAL

1. Rental Area Prices:
   - $55 fee for an approximately 10’ x 10’ space
   - Large equipment or specialty displays, contact Carmen
   - No inside spaces are available for the 2019 Fair

2. Additional Electricity Charge:
   - $45 fee per outlet used
   - Contact Carmen, if other than standard outlet needed

3. NO ½ Booth Spaces Will Be Rented.
   NO sharing by non-affiliated businesses.

4. There is a plan - please set up per the plan.

5. Exhibitors must bring their own tables, extension cords, generators (as needed), shade/ tent top, indoor/ outdoor carpet, and miscellaneous. We are providing the space and visitors, only.

6. Vendors must set up booths on SUNDAY, July 21st, from noon to 5 p.m. OR make other prior arrangements with Carmen.

7. A Certificate of Liability Insurance naming the Jackson County Fair Association as an additional insured must be provided before your booth is set-up.


9. A late registration fee of $50 will be charged for registrations submitted after July 10th.

10. JACKSON COUNTY FAIR ASSOCIATION IS NOT RESPONSIBLE FOR ANY DAMAGE, LOSS, THEFT, ACCIDENT, OR THE WEATHER.
FOOD STAND POLICY

1. Any **Not-for-Profit Community Organization** (in Jackson County) will be allowed to have food stands, providing all guidelines are met and followed.

2. On an approval basis, **For-Profit individuals** will be allowed to operate a food stand, providing all guidelines are met and followed.

3. A **$45 Electricity fee** will be added to booth fees.

4. **Required information:**
   - Type of Service Unit
   - Health Certificate
   - Proof of Insurance
   - Certificate of Liability Insurance
   - Additional Insured Certificate, naming the Jackson County Fair Association
   - Food Vendor License

5. **A COPY OF HEALTH CERTIFICATE IS MANDATORY.**

6. **A CERTIFICATE OF LIABILITY INSURANCE, WITH THE ADDITIONAL INSURED CERTIFICATE NAMING THE JACKSON COUNTY FAIR ASSOCIATION IS MANDATORY.**

7. Per the State of Kansas guidelines - a copy of the food vendors license must be displayed. The **State of Kansas will inspect** your set-up, trailer, etc. during the Fair, as they require a list of food vendors from us. The State of Kansas also requires a **hand-washing station.** The Fair Board will have two units in the area, your help in maintaining the supply and trash for these units will be most appreciated.

8. **JACKSON COUNTY FAIR ASSOCIATION IS NOT RESPONSIBLE FOR ANY DAMAGE, LOSS, THEFT, ACCIDENT, OR THE WEATHER.**