

BUTLER COUNTY FAIR
VENDOR BOOTH SPACE APPLICATION

July 29 to August 3, 2017

1. Applications are due to the Butler County Fair Association, 206 N. Griffith, El Dorado, KS 67042 by **JUNE 30, 2017**.
2. A \$50 fee must accompany this application. Checks should be made payable to the Butler County Fair Association. Checks will be deposited upon receipt of application. The \$50 fee will be returned if we don't have the booth space, if your application is not approved or if cancelled by July 14, 2017.

APPLICANT INFORMATION

COMPANY NAME: _____

PERSON RESPONSIBLE: _____

ADDRESS: _____

EMAIL: _____ PHONE: _____

What will be displayed in your booth? _____

Will you be selling anything from your booth? Yes ____ No ____

Your Kansas tax number _____ required

If yes, what will you be selling and what is the price range? _____

Do you need: Electrical Outlet (one per booth) Yes ____ No ____

A Table Yes ____ No ____

For more information, contact Connie Chilcott at email bucofair@gmail.com or call or text 316-258-3218

BUTLER COUNTY FAIR ASSOCIATION

2017 BOOTH REGULATIONS

1. Each applicant may apply for 1 booth space.
2. All booth applications are subject to the approval of the Butler County Fair Board Executive Committee. Applicants will be notified as to the acceptance or non-acceptance of their application after July 15. The \$50.00 fee will be refunded with non-accepted applications.
3. The number of booth spaces sold will depend on the amount of space not used by 4-H exhibits.
4. The applications must be accompanied by the \$50.00 fee. The fee will be deposited in the fair association's bank account upon receipt. The fair association will issue a check to applicants not approved or with proper cancellation.
5. If an applicant wishes to sell something, they must provide their tax number on the application.
6. Applications are accepted first come basis (providing approval by the fair board).
7. Applicants will be notified as to the location of booth space. The spaces will be assigned by the Butler County Fair Board Executive Committee.
8. Cancellations: Booth applicants that are accepted will receive a \$50 refund if they notify the Butler County Fair Board by July 14th. No refunds after July 14th.
9. Booth spaces will be 8 feet deep by 10 feet wide. No exceptions. Panels will NOT be provided for sides and back. One table and two chairs will be provided.
10. No vehicles will be allowed inside the building.
11. The building is opened at 8:00 a.m. and locked at 10:00 p.m. daily.
12. The Butler County Fair Board/Butler County Fair Association will not be responsible for damages, theft or accidents.

Set up times are ONLY: Saturday, July 29th – 9:00 a.m. to 5 p.m.
Sunday, July 30th – 1:00 to 4:00 p.m.

Take down time: Everything has to be removed from the building by 7:00 a.m. on Thursday, August 3. THEREFORE YOU WILL NEED TO TAKE DOWN YOUR BOOTH WEDNESDAY EVENING.

If you need to schedule a different time, you must get the approval of the fair board (see below).

For questions or more information contact (do not contact the Extension Office – they will refer you to the contact listed below.

CONTACT FOR THE BUTLER COUNTY FAIR ASSOCIATION

Email: bucofair@gmail.com

Call or text Connie Chilcott 316-258-3218