

*California*  
**STATE★FAIR** **California State Fair**  
**Commercial Information**

**State Fair dates: *July 12 – July 28, 2019***  
**Deadline: Friday, February 8, 2019**

Thank you for your interest in being a commercial exhibitor at the California State Fair. Please review these instructions carefully. This application is neither an offer nor a guarantee of space. If you have any questions regarding this application, please contact the California State Fair Commercial & Concessions office at (916)263-3155 or e-mail at [commercial@calexpo.com](mailto:commercial@calexpo.com).

**Incomplete applications will not be considered or returned.**

**Instructions For Completing Application**

1. Print and read the 2019 Commercial and Concessions Rules and Regulations Handbook available on our website [www.castatefair.org](http://www.castatefair.org).
2. All questions on this application must be answered completely. Be sure the information you give is accurate, as it will be the sole representation of your business for the selection process.
3. If you are applying for more than one booth space, you must submit separate applications for each.
4. The list of products you are requesting to sell/display/promote/give away must be specific. Do not indicate “etc. or accessories.” If a contract is issued, it will be assigned on the basis of this list only, so please be thorough. The California State Fair reserves the right to select the items a company is allowed to sell. Only approved items will be listed on your contract. \*All cutlery must be displayed behind or under plexi-glass and not be accessible to the public. All cutlery products sold must be mailed to the customer or be delivered to the customer outside of the entry gates to the Fair.
5. Any brochures, handouts, catalogs, etc. that will best describe your product should be included with this application and must be pre-approved for distribution during the Fair.
6. If a contract is issued, the location of your booth will be determined by management; however, your preference is important, so be sure to check the appropriate box. Locations are subject to change year to year.
7. Make sure you sign the application where indicated.
8. A recent photo of your booth(s) is required. Photos will not be returned.
9. A copy of your California Seller’s Permit is required with your application.
10. Submit a check for \$25 (per stand), payable to Cal Expo by February 8, 2019. Submit a check for \$50 (per stand) after February 8, 2019.

**SUBMIT APPLICATION(S) TO:** California State Fair - Attn: Commercial & Concessions Office

Mailing Address

Post Office Box 15649  
Sacramento, California 95852-1649

Street Address

1600 Exposition Boulevard  
Sacramento, California 95815

## RENTAL RATES

Included in the rental fee, indoor vendors will receive one 500 watt service with 110 volt outlets per 10'x10' booth. Outdoor vendors will receive a tent with three walls, light, and one 500 watt service with 110 volt outlet per 10'x10' booth. Any additional electrical needs will be charged an additional fee based on need.

Rates are based on 10' x 10' space increments for the entire 17 days of the Fair.

Any applicant who would like to secure booth space beyond three 10'x10's or one 10' x 30' may purchase additional booths at a premium rate. The premium space rate will be determined by applying the appropriate rack rate for the first three 10'x10' spaces, all additional 10' x 10' spaces will be charged the rack rate plus a fee of \$5,000 per premium space booth.

Location	Space Type	Rate
Buildings A, B & D	10' x 10' Inline	\$3,120.00
	10' x 10' Corner	\$3,870.00
Building C	10' x 10' Inline	\$3,290.00
	10' x 10' Corner	\$4,040.00
Outdoor	10' x 10'	\$2,975.00
	10' x 20'	\$5,425.00

Safe Food Handling Fees	
Prepared (High Risk)	\$150.00*
Sampler (Low Risk)	\$130.00*

\* Price subject to change  
 \* \$1 mil product liability insurance is also required  
 Cal Expo to determine risk level

Outdoor bulk space (spas, BBQs, etc.) quoted as needed

### FOR YOUR RECORDS

The following items are required with your application in order to be considered complete. Complete the checklist below. Save this page and copies of the forms listed below for your future reference.

Date application was sent: \_\_\_\_\_

- Application
- Non-refundable Application Fee
- Product list of item(s) to be sold, promoted, displayed or given away, be specific.
- Special Requests (specific booth space, location, etc.)
- Marketing Materials (brochures, handouts, catalogs, etc.)
- Recent Photo of Booth
- Copy of California Seller's Permit
- Proof of Insurance (optional, at this time)
- Proof of Worker's Compensation (optional, at this time)

### LATE FEE INFORMATION

A \$50.00 Late Fee is due with each application postmarked after the February 8, 2019 due date. A \$100.00 Late Fee is due with any contract payments postmarked after the due date. Please see your contract and/or invoice for booth fees due date\*

\* All dates, times, and prices listed in this application are subject to change without notice.



# California State Fair Commercial Space Application

**Please submit the following pages with the requested information on the cover sheet, along with the \$25 application fee by February 8, 2019. After February 8, 2019 the application fee increases to \$50.**

Contract Signing Authority: \_\_\_\_\_

Business Name: \_\_\_\_\_

Booth Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Business Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_

Fax: (\_\_\_\_\_) \_\_\_\_\_ Website: \_\_\_\_\_

E-mail: \_\_\_\_\_ How long in business? \_\_\_\_\_

On Site Contact Name: \_\_\_\_\_ On Site Contact Phone: (\_\_\_\_\_) \_\_\_\_\_

On Site Contact E-mail: \_\_\_\_\_

Federal Taxpayer's ID #: \_\_\_\_\_ CA Seller's Permit #: \_\_\_\_\_  
(Attach copy of permit to application)

Business Type:  Sole Proprietorship  Partnership  Corporation  Other

Have you ever participated in the California State Fair?  Yes  No

If yes, what year(s): \_\_\_\_\_ Space Location(s): \_\_\_\_\_

Are you a member of Western Fairs Association (WFA)?  Yes  No

Are you a member of IAFE organization?  Yes  No

Will you only be taking leads for future business?  Yes  No

Will you be selling product? (The current sales tax rate is 8.25%)  Yes  No

Will you be handing out edible samples to promote your product?  Yes  No

Please see *Rental Rates* on page 2 for Safe Food Handling Fees

### **Liability Insurance & Workers Compensation Requirements**

Each exhibitor must provide the California State Fair with proof of general liability insurance of no less than \$1,000,000. Product Liability of no less than \$1,000,000 is required for food samplers. Please check the box below indicating the type of insurance you will provide for the Fair. Completing this form does not constitute proof of insurance. Proof of insurance will be required once a contract has been issued. Each exhibitor who hires employees must also provide a copy of worker's compensation insurance.

My own carrier Carrier: \_\_\_\_\_

WFA Master List CFSA #: \_\_\_\_\_ Expires: \_\_\_\_\_ Name policy is under: \_\_\_\_\_

Purchase Haas & Wilkerson Insurance through Cal Expo. (\$130 will be added to your contract)

**Rental Space**

Please indicate your requests for commercial space below.

Please check one:     Indoor Space                       Outdoor Space

Space Size: \_\_\_\_\_  
(10' x 10', 10' x 20', 10' x 30' or premium space 10'x40' or larger)

**Additional Utility Requirements**

If you require any electrical beyond one 500 watt service with 110 volt outlets, please indicate below.

Phase: \_\_\_\_\_ Amps: \_\_\_\_\_

Notes:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ELECTRICAL FEE TABLE**

**120 Volt Single Phase**

20 amps	\$100
30 amps	\$150

**240 Volt Single Phase**

50 amps	\$575
100 amps	\$775

**208 Volt Three Phase**

30 amps	\$525
50 amps	\$750
100 amps	\$1,000
200 amps	\$1,775

Indicate whether your stand requires:     Running Water             Sewer

**Special Requests**

Please be as detailed as possible. Add additional sheets as needed.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

