



# Woodstock Agricultural Society, Inc.

## Woodstock Fair

Always Labor Day Weekend • Friday, Saturday, Sunday & Monday

P.O. Box 1 • 281 Route 169 • South Woodstock, CT 06267-0001

(860) 928-3246 x 106 • Fax: (860) 963-2407

www.woodstockfair.com • Email: concessions@woodstockfair.com

### 2021 RETAIL CONCESSIONS APPLICATION

#### Application process and timeline:

- **Applications are accepted from October 2020 until August 1, 2021.** Once an application is received a confirmation email will be sent for complete applications. To ensure your application is complete fill in all spaces and follow the checklist at the end of the application. Incomplete applications will not be considered.
- New vendors will be accepted on a limited basis throughout the year. Accepted vendors will receive a contract and vendor packet between March and May. After May, selected vendors will be placed on a waiting list and contacted if space becomes available.

**This is an application for space, not a contract.**

**A contract will be emailed or mailed if you are accepted for the 2020 Fair.**

Concession Contact Name: \_\_\_\_\_

Business/Concession Name: \_\_\_\_\_

Booth Name (If different from Concession Name): \_\_\_\_\_

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

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

Email: \_\_\_\_\_

Is the business owner the operator of the concession?  Yes  No

If not, please explain: \_\_\_\_\_

#### Type of Concession:

#### Commercial/Privately Owned

#### Civic/Non-Profit Organization

Retail Sales

\$45 per front foot

\$25 per front foot

Exhibit\*

\$20 per front foot

\$10 per front foot

\*An **Exhibit** is defined as an educational or informational concession that is not engaged in selling or **future** selling of any kind.

#### Items to be Sold/Displayed

Include a photo, and a detailed description or a brochure of items you intend to sell or display. You may not sell products or items that you do not list.

Description of products: \_\_\_\_\_

\_\_\_\_\_

**IMPORTANT:** Your application must include a recent front view photo of your concession booth, trailer, or display.

#### For Office Use Only

Date Received: / /	Application Complete? <input type="checkbox"/> Y <input type="checkbox"/> N	Initials _____	Date:
Send applicant confirmation application was received	Confirmed by:	<input type="checkbox"/> Email <input type="checkbox"/> Phone call	Date:
Approved <input type="checkbox"/> Rejected <input type="checkbox"/>	Manager's Signature	Date:	
Rejection Reason:			
New Vendor Contract #:	Location Assigned:	Date Contract Sent:	By:



**Site Information and Options (Please check one):**

- \_\_\_ Will provide own tent. Tent must be clean, sturdy and conform to all fire codes. Size: \_\_\_\_\_ The Woodstock Agricultural Society, Inc. will not accept delivery of any tents other than those rented through the Concessions Department.
  
- \_\_\_ Will rent an individual tent from the Woodstock Fair. See Rental Rate sheet for pricing.  
Size: \_\_\_\_\_ Special Notes: \_\_\_\_\_

**Additional fees:** All rentals may be subject to additional fees not listed here. Any additional fees will appear on the final contract.

**Additional Information** (optional)

*Do you have any comments or additional requirements you would like to mention?*

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**Vendor Self-Check for Application Completeness**

- All spaces filled in on the application
- Completed diagram of space layout
- Photos of booth attached
- Attached proof of workers compensation
- Attached proof of Federal and Connecticut tax IDs

**Please note: Incomplete applications will not be considered.**

