

# NORTHWEST FLORIDA FAIR

1958 LEWIS TURNER BLVD.,

FORT WALTON BEACH, FL 32547 (850) 862-0211

September 24th-September 28<sup>th</sup>, 2024

## HOURS OF FAIR OPERATION FOR INSIDE EXHIBITS

**TUESDAY THRU THURSDAY 5 PM – 9 PM, FRIDAY 5 PM- 10 PM, SATURDAY 2 PM - 9 PM**

### **APPLICATION MUST BE APPROVED BY 5 PM SEPTEMBER 16TH**

1. By becoming a Vendor, you agree to hold harmless the Northwest Florida Fair Association, its directors, and Employees, from any act of God, from any accident or mishap related in the operation of our organization during the Fair.
2. Payment is due with the signing of the contract and will be returned if your booth is not approved. The Fair Association has the right to determine if the items or content for a booth are appropriate.
3. Exhibitors will receive 14 passes. The fee to enter the Fair is \$10 and each Vendor is responsible to pay for any person who works at their booth exceeding their available passes. Hand stamps will be available for reentry.
4. Exhibitors may start setting up exhibits on Monday September 23rd 8 am-6 pm, and Tuesday September 24<sup>th</sup> 8 am-3 pm. All exhibits must be in place no later than 4 pm on Tuesday September 24th. Any space not occupied by 4 pm September 24th will revert to the Fair and all payments forfeited. Exhibits can be removed on Saturday September 28th from 9 pm until 11 pm or Sunday 1 pm until 6 pm. Any property left after will become the property of the Fair Association. Security will start Monday September 23rd at 6 pm.
5. Exhibitors must stay in their booth, keeping aisles free for passage. No signs, banners, advertising matter, chairs, decorations, or parts of exhibits will be permitted in the aisles. The premises shall be kept neat and clean, and all rubbish deposited in containers furnished by the Association. You may want to cover your exhibit at the close of the evening to prevent dust getting inside equipment during the cleaning of the building each morning.
6. One 110 Volt (6 amps) electrical outlet will be furnished per booth. Any exception must meet with the consent of the management and must be paid for in advance. The Fairgrounds electrician will do all the electrical work. Exhibitors are asked to bring extension cords and/or surge protectors.
7. There is no reserved parking for exhibitors. Please be ready and at your booth 15 minutes prior to opening -NO ONE ADMITTED BEFORE 4:30 during the week & 1:00 Saturday. Vendors can enter through Gate 5 30 mins prior to opening or Gate 4 (which has the covered pavilion over the sidewalk) during Fair hours.
8. Giveaways are permissible provided they comply with applicable Federal, State and Local laws and are approved by Fair Management. Gambling is prohibited. All giveaways must be noticed in the application.
9. There is NO sharing of booths.
10. No smoking of any type in the buildings.
11. No vehicle movement is allowed in the buildings while the Fair is in progress.
12. Please keep food and drink hidden and to a minimum during the Fair and dispose of trash in the receptacles.
13. Exhibitors are responsible for State Sales Tax. If you have a Sales Tax Number, please provide a copy with your application.
14. Each booth will have pipe and drape, one 8' table, 2 chairs & power provided.

# VENDOR BOOTH SPACE APPLICATION

## Number of Vendors will determine layout

\$100-10 x 10

Total Booths Requested: \_\_\_\_\_

Purpose of Booth requested:

\_\_\_\_\_ Exhibit: Space used for the purpose of advertising, promoting, or educating.

\_\_\_\_\_ Exhibit: Space used for the purpose of selling services.

\_\_\_\_\_ Exhibit: Space used to sell merchandise, photos, T-shirts, novelties, etc.

\_\_\_\_\_ Exhibit: Nonprofit or educational display.

Description of Display:

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Please provide a photo of your display as it will look like at the Fair.

I HAVE READ AND UNDERSTAND ALL THE POLICIES OF THE NORTHWEST FLORIDA FAIR.

Exhibitor Name: \_\_\_\_\_

Date: \_\_\_\_\_

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

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

PHONE NUMBER: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Please include payment with your application. If you prefer to pay by credit card, please email this application to [brian@nwffair.com](mailto:brian@nwffair.com). I will contact you with payment options.