



# Stephenson County Fair Association

We are looking forward to having you as a vendor at the **2020 Stephenson County Fair July 21 - 25!**

The 2020 Stephenson County Fair will bring awesome Grandstand and on-grounds entertainment with, back by popular demand, the demo derby on Saturday night. The carnival will be open Tuesday, July 21 through Saturday, July 25. Be sure to check out the website at [www.stephensoncountyfair.org](http://www.stephensoncountyfair.org) for the complete fair schedule.

**The dates and times the commercial buildings will be open and spaces manned are Noon – 10:00 p.m. Tuesday through Saturday.**

**Vendor setup times will be as follows:**

- Sunday, July 19 Noon – 6:00 p.m.
- Monday, July 20 8:00 a.m. – 6:00 p.m.

**\*\*\* Commercial Exhibits will be open to the public starting at Noon on Tuesday July 21! \*\*\***

**Teardown of exhibits will be from 10:00 p.m. - midnight on Saturday, July 25 and 8:00 a.m. - 4:00 p.m. on Sunday, July 26. Exhibit teardown will be monitored. Please be respectful of fair attendees and your neighbors.**

**ABSOLUTELY NO vehicles permitted to drive up to the building doors on Saturday evening during tear-down.**

Inside vendor spaces are \$175 for an approximate 8'x10' spot.

Outside vendor spaces are \$250 for an approximate 20'x20' spot. Prices can vary by size and location.

Concession spaces are \$450 per spot.

Tents are available for rent. Sizes and price are: 10'x10'-\$200, 16'x16'-\$300, 20'x40'-\$425, 30'x30'-\$500.

Tables are available for \$10 each and chairs are \$3 each.

**You will receive 2 Exhibitor Passes and 2 Vehicle Passes** for the Commercial Parking area at check-in. Additional Season Passes are available for purchase (\$20 each) on the contract and at check-in. Check-in will be located in the Fair office.

A certificate of liability insurance naming the Stephenson County Fair Association as additional insured with a minimum limit of \$1 million, is required to be sent in with the signed contract.

Signed contract and full payment is required by **April 3, 2020** to reserve your spot. If payment is not received on or before April 3, spaces will be assigned on a first-come, first-served basis. **Failure to show at all during the fair will forfeit all payments.**

**NOTE:**

- Due to changes taking place in both Commercial buildings, you are likely to not receive your same spot as last year; however, we will do our best to locate you in the same position/traffic flow as last year.
- No VAPORIZERS OR ELECTRONIC CIGARETTES will be permitted inside any of the buildings. This applies to vendors AND visitors.
- Any vehicle parked next to a building or vendor stand during the fair **WILL BE TOWED IMMEDIATELY** at the owner's expense, unless prior authorization is received and your vehicle displays the proper placard.
- If you are a concession/food vendor, please include a copy of your menu and prices with the contract.

If you should have any questions please feel free to contact Lori Tessendorf, Executive Manager at 815-235-2918 or email at [info@stephensoncountyfair.org](mailto:info@stephensoncountyfair.org).

Thank you,

Kris Shore

Commercial Committee Chairman

**The Stephenson County Fair Association thanks you for your Support!**