

2016 West Linn Old Time Fair Willamette Park - West Linn, Oregon



Exhibitor Information

When you have read this over completely, fill out and return the attached application form. You will be contacted upon the approval of this form. If you have any questions, contact West Linn Parks and Recreation at 503-557-4700. Your booth must be open during Fair hours as follows:

| Friday July 15, 2016 |
|------------------------|
| Saturday July 16, 2016 |
| Sunday July 17 2016 |

5 pm to 10 pm 11 am to 10 pm

11 am to 6 pm

*Optional close time of 8:30 pm

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*Optional to stay open till after raffle drawing

CONDITIONS

The West Linn Old Time Fair agrees to provide the following:

- 1. Space in units of 10 feet (frontage) by 10 feet (depth).
- 2. Electrical hookup, 120 volt. All vendors are asked to carefully consider the amount of power needed. Minimizing use of electrical equipment where possible is appreciated.
- 3. General overall fair lighting.
- 4. Parking permit for a **single** vehicle inside the fair area (must be in one hour prior to fair opening).

You agree to the following:

- 1. Furnish your own (as needed) booth/tent, tables, chairs, signage, extension cord or cords of no less than 25'and booth lighting.
- 2. The fee for one standard 10' x 10' space is \$125 for the Fair. The fee for one premium 10' X 10' space is \$200. See Map for Premium Spots, numbered 1-10. Additional space available at the same rate.
- 3. Space assignment will be given when you arrive for setup. Booth set up may begin in the afternoon, on Thursday, July 14. Returning vendors may indicate a preference for the space assigned the previous year.
- 4. Payment must be paid in full to ensure your space. No refunds will be made.
- 5. Booths cannot be dismantled or closed prior to the hours stated above without prior permission from the Fair Committee.
- 6. All merchandise sold needs to fit inside of your canopy/s, no merchandise on the sides or blocking walkways.
- 7. Vehicles must be in the parking lot one hour before opening of the fair each day. Each parking pass will be identified with booth name and parking within exhibitor parking area will be **strictly enforced**.
- 8. Payments must be by check made out to the City of West Linn or call for visa/mc, 503-557-4700



2016 West Linn Old Time Fair Exhibitor Application

Complete and Mail or Email to: West Linn Old Time Fair ATTN: West Linn Parks and Recreation 22500 Salamo Road West Linn, OR 97068 Email: twiencken@westlinnoregon.gov



| I/We have read and agree with the condition | ons stated in this application on page 1: | |
|--|--|--|
| 1. Applicant | | |
| 2. Contact | | |
| 3. Address | | |
| 4. Phone (H) Phone (W) | E- mail | |
| 5. Describe activity to be performed in booth. (For example, products sold/displayed) ———————————————————————————————————— | | |
| 6. Specify your electrical needs here; others | wise they may not be available. | |
| | The fee for one 10' x 10' Standard space is \$125. | |
| Premium Street space 10' X 10' space is \$2 | 00 . | |
| Additional space available at the same rate | (10' x 10' = \$125 or \$200) | |
| 8. Amount enclosed \$ Or you can call 503-557-4700 for Visa/MC | | |
| Printed Name Applicant | | |
| Signature of Applicant | Date | |
| Office use only: | | |
| Accepted by West Linn Old Time Fair | | |
| | Date paid | |