



**2024 Lassen County Fair**  
**CONCESSION / EXHIBIT SPACE APPLICATION**

**JULY 17, 2024 – July 21, 2024**

[www.lassencountyfair.org](http://www.lassencountyfair.org)

195 Russell Avenue  
Phone (530) 251-8900

Susanville, CA 96130  
[lcfair@co.lassen.ca.us](mailto:lcfair@co.lassen.ca.us)

This is not an offer of space by the Lassen County Fair or a commitment by the applicant.

DBA (Doing Business As) \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE (PREFERRED) \_\_\_\_\_ CELL \_\_\_\_\_

FAX NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

\*CA SELLER'S PERMIT NUMBER \_\_\_\_\_ (Required by ALL selling spaces)

\*Applications submitted without this permit number will not be accepted.

**PLEASE CIRCLE THE DESIRED BOOTH SPACE BELOW:**

**NON PROFIT ORGANIZATIONS**

- Inside or Outside Exhibit..... \$225.00

**EQUIPMENT AREA**

- 10 x 20.....\$275.00
- 20 x 20.....\$400.00
- 20 x 30.....\$450.00

**INDOOR SELLING SPACE**

- 10 x 10.....\$500.00
- Informational Space 10 x 10.....\$300.00

**Outside Selling:**

- 12' x 10' Frontage.....\$300.00
- 12' x 20' Frontage.....\$500.00
- 12' x 30' Frontage.....\$550.00

**FOOD**

- \$375 minimum or 22% of gross sales, whichever is greater

**All spaces require additional payment for electricity- \$75.00 per space (no exceptions)**

Please Indicate Below Electric Needed:  
\_\_\_\_\_ 110V \_\_\_\_\_ 220V

Indicate the number of feet required for outdoor space:

STAND DIMENSIONS \_\_\_\_\_ FT (FRONT) BY \_\_\_\_\_ FT (SIDE)

**-PLEASE INDICATE WHAT SIDE YOU SERVE OUT OF (FRONT, SIDE, ETC.) \_\_\_\_\_**

- **PLEASE INDICATE IF YOU HAVE A STOCK TRAILER** \_\_\_\_\_  
STOCK TRAILERS ARE \$25.00 PER DAY - SEE HANDBOOK FOR ADDITIONAL DETAILS

**RV PARKING \$25.00 PER DAY (includes water and electrical hookups)**

\_\_\_\_\_ Number of Days Requested

**PASSES-** Two week-long passes will be issued to each booth with no charge. Four additional season passes may be purchased for **\$10** per pass and 20 daily passes can be purchased for **\$3** per pass. Additional season passes for workers must be purchased at the regular price (\$15 per pass). Daily passes are \$10 per day and must be purchased at the Fair ticket booths at the time of entrance.

**Proof of Liability Insurance in the amount of \$1,000,000, naming the Lassen County Fair as an additional Insured must be provided or can be purchased through our carrier (CFSA). If you are on the CFSA Master List please indicate your number here:**

CFSA Master # \_\_\_\_\_

**\*THIS SECTION MUST BE COMPLETED\***

**List All Items to be Sold:** Please provide a description of all articles, products, or services, including the brand names below. **PRICE OF ALL ITEMS MUST BE LISTED!**

ITEM	PRICE	ITEM	PRICE
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$
	\$		\$

**FAIR MANAGEMENT RESERVES THE RIGHT TO LIMIT ANY ITEMS SOLD.** The Fair Manager, before issuing a contract, must approve all items sold or distributed. The Fair Manager must also approve prices of **ALL** items. Therefore, **ALL PRICES MUST BE LISTED**, prior to a contract being offered.

**ALL FOOD SELLING BOOTHS & CONCESSIONS** are required to use a cash register with a readable tape. A "Z" tape must be submitted daily to the Fair Office and will not be returned to vendor.

**FAIR POLICY: "NO REFUNDS OF DEPOSIT OR SPACE FEE"**

**A photo of your booth must be submitted for consideration of application if you did not attend our Fair the previous year. As well as a list of 2 fairs that you have been to within the past 2 years and their contact numbers.**

Fair Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Fair Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

**If you referred a vendor please put their information here:**

Business name: \_\_\_\_\_

Contact: \_\_\_\_\_

**\*The new vendor must obey the previous stated rule of providing 2 fair references and a picture\***

**CONCESSIONAIRE/COMMERCIAL EXHIBITORS  
FAIR TIME POLICIES AND  
ADDITIONAL PASS REQUEST FORM**

- 1** Mandatory hours of operation for outside booths are 11 a.m. to 10 p.m. Wednesday through Saturday. Inside booths 11 a.m. to 9p.m. Wednesday through Saturday. Sunday 11 a.m. to 9:00 p.m. for all booths. All booths must be manned during these hours. The exhibitor or vendor not manning their booth at all times may be asked to leave the grounds forfeiting all monies paid or owed to fair.
- 2** Two season concessionaire passes will be issued to each booth at no additional charge. Four additional season passes may be purchased at \$10 per pass and 20 daily passes at \$3 per pass, any additional passes after this must be purchased at the regular price \$15.00 per season pass. Daily passes are \$10 per daily pass.
- 3** One delivery pass for a vehicle will be issued to each booth. This pass is for the delivery of goods ONLY and is not a parking pass. Deliveries are to be made through the Main and Office Entrance Gates between 8-10 a.m. each day. Any vehicle located inside the admission gates after this time will be towed away at the owner's expense. All vehicles must be parked outside of the admission gates in the Main Parking Lot.
- 4** The Lassen County Fair Office will be opened for Concessionaire checkout at 10 p.m. on Sunday. The auditor will have you sign up for a time to checkout.
- 5** Any concessionaire closing **before 9:00 p.m. on Sunday** will not be allowed back the following year. **No Vehicles will be allowed on grounds until cleared by Fair Manager Sunday night.**
- 6** Agrees that concessionaire has a register that meets Lassen County Fair's regulations or will pay a flat fee.
- 7** The Lassen County Fair has exclusive right for only one ice concessionaire to be authorized to sell ice at the fair. Ice will be delivered and sold to your stand several times daily. Ice from other companies is not allowed onto the Fairgrounds.
- 8** **It is to be expressly understood that Licensee, said Licensee's agent (s) or employees are prohibited from holding drawings or distributing, selling, or displaying any articles, prizes, giveaways, products, and/or rendering services except those listed on the application and approved by the Lassen County Fair. Licensee certifies that said Licensee is an authorized distributor, manufacturer or licensee of all articles, products and/or services that are distributed, displayed and/or sold at the Fair. Licensee further agrees that all articles, products and/or services listed herein and approved by the Lassen County Fair will be displayed, promoted and readily be available in quantity sufficient for consumer purchase.**
- 9** Licensee may request the approval of the Lassen County Fair to change said Licensee's menu, list of articles, prizes, giveaways and or services before June 1<sup>st</sup> of fair year, providing a prior written request for said brand name products and/or services is approved and in compliance with all Fair policies.
- 10** All literature that is to be distributed or displayed must be received and approved by the Lassen County Fair before June 1<sup>st</sup> of fair year, otherwise Licensee will be prohibited from distributing or displaying said material.

**Additional passes request:**

\_\_\_ Concessionaire season passes (limit of 4 at \$10 per pass)

\$\_\_\_ Total for concessionaire passes

\_\_\_ Regularly priced unlimited season passes (\$15 per pass)

\$\_\_\_ Total for regularly priced season passes

\_\_\_ Daily passes (limit of 20 at \$3.00 per pass)

\_\_\_ Regularly priced unlimited daily passes (\$10 per pass)

\$\_\_\_ Total for daily passes

\$\_\_\_\_\_ **TOTAL DUE**

**FAIR POLICY: NO REFUNDS OF DEPOSIT OR SPACE FEE**

THANK YOU

Lassen County Fair

**I hereby certify that I have read and understand the above regulations & *Lassen County Fair's Concession and/or Commercial Exhibit Handbook.***

**Name of Concession/Exhibit:** \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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