



2021 Shawnee County Fair
Stormont-Vail Events Center / Maner Conference Center
July 22-25, 2021

Thank you for being a vendor at the Shawnee County Fair!

Read the form carefully.

Please ensure all contact information is correct. This is how we'll get in touch with you if we have questions or concerns about your registration or setup.

If you have any special needs or concerns, please list them on the form or on a separate sheet of paper. You may also e-mail or call the Fair Board. (Our contact information is listed below.)

You may submit the form via standard mail or electronically via e-mail. Scanned and e-mailed applications are acceptable as long as the form is legible. We only need the form, not this cover.

VENDOR / CRAFTER FEES:

- For vendors, each 8' table space costs \$50.00. Not-for-Profit organizations can request up to two spaces free of charge. (We may ask for verification of your NFP status.)
- Electricity is available for \$15. These are standard household-style connections. We can't have cooking or heavy-duty equipment operating inside. If you have concerns, please contact us for verification.
- Registrations received after July 5th, 2021 may be subject to a \$10 late entry fee. Registrations received after July 12th are not guaranteed a space. Applications will be accepted until all slots are full or until the Fair opens on July 22nd.

BE AWARE THAT PURSUANT TO KANSAS STATE LAW, THE FAIR BOARD RESERVES THE RIGHT TO REFUSE ENTRY TO VENDORS AND CRAFTERS WITH ITEMS INAPPROPRIATE FOR THE FAIR ENVIRONMENT.

If you have any questions or concerns, you can contact the Fair Board by mail, e-mail, or phone.

SHAWNEE COUNTY FAIR BOARD
1740 SW Western Avenue
Topeka, Kansas 66604
ShawneeCoFairBoard@gmail.com
785-260-0382

Again, thank you for being a vendor for this year's Fair! See you there!



2021 Shawnee County Fair – Not-for-Profit Vendor Registration Form
 Stormont-Vail Events Center / Maner Conference Center
 July 22-25, 2021

Mail completed registration form and fees (if applicable) to:
SHAWNEE COUNTY FAIR BOARD
 1740 SW Western Avenue
 Topeka, Kansas 66604

Your space is not reserved until we have received your signed registration form and vendor fees, if applicable.

All applications are subject to Fair Board approval.

Registrations received after July 5th may be subject to a \$10 late fee. Registrations received after July 12th are not guaranteed a slot. Space is available on a first-come, first-serve basis until all slots are filled. You do not have to be open for all hours of the Fair!

CONTACT INFORMATION:

Business Name: _____
 Contact: _____
 Address: _____
 City, State, ZIP: _____
 Phone: _____
 E-Mail: _____

Briefly list items for sale or service provided. Include any additional information (requests, special needs, etc.) here.

If you are a political organization, you may only promote VOTER REGISTRATION. No campaigning or divisive materials may be displayed. Violation may mean removal from the Fair venues.

VENDOR FEES AND INFORMATION:

How many 8' table spaces?

 \$15.00 for electricity (if needed)

\$

VENDOR / CRAFTER INFORMATION:

- Check-in and Setup hours will be announced by the Fair Board as the venues are set up.
- The Fair is open from 8am-10pm on Thursday, 7am-10pm on Friday and Saturday, and 7am-4pm on Sunday. (The Fair officially closes after the 4-H Fashion Revue on Sunday.)
- Fees are not refundable. We will assess a \$30 fee for returned checks.
- Sales tax collection and remittance is solely the responsibility of the vendor / crafter.

Please limit yourself to no more than two 8' spaces. If you need more room, please contact the Fair Board for more information.

- Wireless internet will be available. Ask for the password when you check in. We can't guarantee your equipment will work in the facility.
- General security is provided; however, vendors are responsible for their own products and equipment.

PURSUANT TO KANSAS STATE STATUTE 2-139, the Fair Board reserves the right to refuse entry to vendors and crafters with items that are inappropriate for the Fair environment, including (but not limited to) drugs, tobacco/cigarette products (including smokeless or vapor products), alcohol, firearms and other weapons, profanity, and vulgarity.

Hold Harmless/Indemnification: By signing this form, you release, indemnify, and hold harmless the Shawnee County Fair Association, its board and sponsors, the Shawnee County Commissioners, the Stormont Vail Events Center and its management, and the Maner Conference Center and its management for liability, loss, claims, costs and expenses (including attorney fees) arising out of injury to person or damages to property or any other injury, claim, damage, loss, cost or expense arising from the Shawnee County Fair. You agree to abide by rules set forth by the Shawnee County Fair Association and pertinent laws and regulations of other authorities having jurisdiction over the exhibit facilities. You shall be solely responsible for any and all injuries to persons or damages of property or any other injury, claim, damage or loss of whatever nature, arising directly or indirectly from the Shawnee County Fair.

SIGNED: _____

DATE: _____