



STATE OF MISSOURI  
DEPARTMENT OF AGRICULTURE  
**2023 VENDOR/CONCESSIONS SPACE APPLICATION**  
**MISSOURI STATE FAIR**  
**AUGUST 10-20, 2023**

**Return Application to:**  
Concessions Dept.  
Missouri State Fair  
2503 W 16th St  
Sedalia MO 65301  
vendors@mda.mo.gov  
Telephone: (660) 530-5600 FAX: (660) 827-8160

**NOTE:** This is an application for space and DOES NOT GUARANTEE APPLICANT A SPACE. A deposit will not be accepted with the application. Only applicants chosen or invited to participate in the 2023 Missouri State Fair will be contacted.

**PLEASE TYPE OR PRINT CLEARLY IN INK.**

COMPANY NAME		CONTACT PERSON	
ON-SITE CONTACT NAME, PHONE NUMBER, AND EMAIL		BUSINESS PHONE	
ADDRESS		CELL PHONE	
CITY/STATE/ZIP		FAX	
EMAIL		WEB SITE	

HAVE YOU EVER PARTICIPATED IN THE MISSOURI STATE FAIR?

YES  NO IF YES, WHAT YEAR(S)?

**PLEASE CHECK ONE**

- Indoor Booth (\$600 - \$990 per booth)
- Outdoor booth (\$67.50 - \$92.50 per front foot, 10' minimum)
- Outdoor Booth size requested \_\_\_\_\_ (10'x10', 10'x20', 10'x30', 15'x20', etc.) Must include awnings, doors, tent stakes & hitches.)
- Machinery Grounds (Agriculture related \$320; Non-Agriculture related \$580 per lot)

**TYPE OF EXHIBIT (Check One)**

- Non-Sales Exhibit: Space used for the purpose of advertisement, promotions or education.
- Commercial Exhibit: Space used for the purpose of selling merchandise or services. (Including current tax rate)
- Concessions Exhibit: Space used to sell food and/or beverages. (Including current tax rate)
- Portable Unit  Permanent Structure

**UTILITY REQUIREMENTS (Please indicate all electrical needs. Rates apply to outdoor booth)**

- |   |   |
|---|---|
| <input type="checkbox"/> 110v 30 amp - \$88.50 (\$81.77 + \$6.73 tax)     | <input type="checkbox"/> 220v 30 amp - \$104.00 (\$96.10 + \$7.90 tax)    |
| <input type="checkbox"/> 220v 50 amp - \$142.00 (\$131.21 + \$10.79 tax)  | <input type="checkbox"/> 220v 70 amp - \$218.50 (\$201.89 + \$16.61 tax)  |
| <input type="checkbox"/> 220v 100 amp - \$295.00 (\$272.58 + \$22.42 tax) | <input type="checkbox"/> 220v 150 amp - \$402.00 (\$371.45 + \$30.55 tax) |
| <input type="checkbox"/> 220v 200 amp - \$509.00 (\$470.32 + \$38.68 tax) | <input type="checkbox"/> Other  |

DO YOU PLAN TO HOLD A CONTEST OR REGISTRATION, AWARD A PRIZE OR HAVE A GIVEAWAY?

YES  NO

If yes, please explain:

DO YOU PLAN TO USE A MICROPHONE?

YES  NO

**NOTICE:** Only standard, non-Mylar helium balloons are allowed to be distributed from outdoor sites. No helium-filled balloons are to be distributed in any building. (Read General Rules for other restrictions.)

**PRODUCTS**

To be sold, promoted, displayed or given away. Be specific; include prices. If you need more space, please attach a list. All first-time applicants must submit a photo of the booth or display with this application.

**REFERENCES** (Other fairs or festivals at which you have participated)

EVENT #1	
CONTACT PERSON	PHONE
EVENT #2	
CONTACT PERSON	PHONE
EVENT #3	
CONTACT PERSON	PHONE

**INSURANCE REQUIREMENTS**

Each exhibitor must provide the Missouri State Fair with proof of general liability insurance of no less than \$1,000,000 (per occurrence, \$2,000,000 aggregate). The Missouri State Fair must be named as additional insured. Please check the form of insurance you will provide during the Fair. **Completing this form does not constitute proof of insurance. Proof of insurance will be required once a rental agreement has been issued.** If you have employees, you must provide proof of Workers' Compensation Insurance with this application.

<input type="checkbox"/> My own carrier	CARRIER NAME
POLICY EXPIRES	NAME POLICY IS UNDER

I will purchase insurance through Haas & Wilkerson Insurance company (\$85 or current rate, paid directly to H&W Ins, if accepted)

**ACKNOWLEDGMENT OF UNDERSTANDINGS**

Please read the following statements carefully and initial in agreement.

- \_\_\_\_\_ I am prepared to meet the insurance and worker's compensation requirements, if accepted.
- \_\_\_\_\_ I understand that applications without a menu, photo, booth schematic, or incomplete applications will not be considered.
- \_\_\_\_\_ I understand that this application does not guarantee space at the Missouri State Fair and does not act as a contract agreement. I understand this application is neither a commitment by the applicant, nor an offer by the Missouri State Fair to rent space. I understand that payment should NOT be sent with the application.
- \_\_\_\_\_ I understand only applicants chosen to participate at the Missouri State Fair will be contacted. I understand if I want a confirmation that application was received, I need to submit my application via certified mail through the United State Postal Service or equivalent.
- \_\_\_\_\_ I understand the Missouri State Fair reserves the right to accept or reject any applicant based on incompleteness of application materials, space availability, the uniqueness and quality of products sold, event experience, services offered, the appearance of the booth/stand, and/or references from other fairs or shows at which the applicant has been a vendor.
- \_\_\_\_\_ I understand that utilities for outdoor booths, admission, reserved parking, and purveyor lots are NOT included in the space rental fees and that additional fees may apply.
- \_\_\_\_\_ I have read and understand the Vendor/Concessionaire General Rules. I understand the Vendor/Concessionaire General Rules will be incorporated into each contractual agreement and is binding upon both parties, should I be invited to participate at the Missouri State Fair.
- \_\_\_\_\_ I understand that if accepted as a Vendor/Concessionaire at the Missouri State Fair, my booth/stand must be open and staffed during the required operating hours for the full 11-day fair as listed in the Vendor/Concessionaire General Rules.
- \_\_\_\_\_ I certify the information on this application is complete and true to the best of my knowledge.

AUTHORIZED SIGNATURE		DATE
PRINTED NAME	TITLE	