



Thank you for your interest in being a Commercial Exhibitor at the Napa Town and Country Fair. Please review these instructions carefully. This application is neither an offer nor a guarantee of space. If you have any questions regarding this application, please call the Napa Valley Exposition Commercial & Concessions office at **(707) 253-4900 #102** or e-mail at rstockwell@napavalleyexpo.com.

We are always looking for companies with new product lines, popular markets, and the willingness to join us as **"Partners"** in making a professional and financially successful fair. Our standards are high as to the quality of our commercial booth set-ups and product lines, so it is in your best interest to send along photo's and references. Our five day fair brings in an average of 62,000 people.

ALL COMMERCIAL APPLICATIONS ARE REQUIRED TO SUBMIT A \$100.00 DEPOSIT WITH YOUR RETURNED APPLICATION. THIS DEPOSIT WILL BE RETURNED TO YOU IN THE EVENT THAT WE ARE UNABLE TO ACCEPT YOUR APPLICATION, BUT WILL BE CASHED AS SOON AS A CONTRACT IS WRITTEN AND IS NON-REFUNDABLE AFTER THAT POINT.

Incomplete applications will not be considered or returned.

1. Print and read the 2012 Commercial and Concessions Rules and Regulations Handbook available on our website www.napavalleyexpo.com.
2. This application is neither an offer nor guarantee of space.
3. All questions on this application must be answered completely. Be sure the information you give is accurate, as it will be the sole representation of your business for the selection process.
4. If you are applying for more than one booth space, you must submit separate applications for each.
5. The list of products you are requesting to sell/display/promote/give away must be specific, Do not indicate "etc. or accessories". If a contract is issued, it will be assigned on the basis of this list only, so please be thorough. The California State Fair reserves the right to select the items a company is allowed to sell. Only approved items will be listed on your contract.
6. Any brochures, handouts, catalogs, etc. that will best describe your product should be included with this application and must be pre-approved for distribution during the Fair.
7. If a contract is issued, the location of your booth will be determined by management; however, your preference is important, so be sure to check the appropriate box. Locations and prices are subject to change year to year.
8. Be sure to list all persons (and their titles, if applicable) who have financial interest or ownership in your company. Descriptions such as "none", "self", or "corporation" are not acceptable.
9. Make sure you sign the application where indicated.
10. A recent photo of your booth(s) is required. Photos will not be returned.
11. A copy of your California Seller's Permit is required with your application.

SUBMIT APPLICATION(S) TO:

Napa Valley Exposition
Rosemary Stockwell, Commercial/Concessions Manager
575 Third Street
Napa, CA 94559-2701
(707) 253-4900 #102
rstockwell@napavalleyexpo.com
www.napavalleyexpo.com

FOR YOUR RECORDS

Application sent Date: _____

The following items are required with your application to be considered complete:

- Application
- Application Deposit of \$100.00
- Product list of item(s) to be sold, promoted, displayed or given away, be specific.
- Special Requests (specific booth space, location, etc.)
- Marketing Materials (brochures, handouts, catalogs, etc.)
- Recent Photo of Booth
- Copy of California Seller's Permit
- Proof of Insurance (optional, at this time)
- Proof of Worker's Compensation (optional, at this time)

Complete the 'For Your Records' area above and save this form and copies of the forms you send in for future reference.

Important Payment Notice:

All payments made after July 27, 2012 must to be paid by cash, money order , credit card (Mastercard, Visa or Discover) or cashiers check.

You will need to send **separate** checks for the following payments:

- Contract (Rent/Deposit, & Insurance)
- Credentials (Parking, Admission)
- RV Parking Payment and Cargo Van, Trailer and misc. parking payments

*Application can be found in the Commercial/Concessions Manual

Late Fees (Payment) *There will be a \$50.00 late fee penalty for all payments made after their due date as outlined in your contract.

*Food Handling fees to be paid directly to the Napa County Department of Environmental Health along with your application which can be found in the Commercial/Concessions Manual

Commercial Application Continued

A 15 amp, 110 volt outlet will be provided to each booth.
 Additional requirements by special arrangements.

ELECTRICAL REQUIREMENTS: Voltage _____ Amps _____ Phase _____

OTHER UTILITIES: Water _____ Sewer _____

R.V. / Stock Truck Space: Yes _____ Size: _____

(Note: There are additional charges for RV/Stock Truck and Van Storage. No Guarantee of availability is made. Preference will go to stock trucks containing perishables. Stock trucks not containing perishables will be parked in a area designated by Fair Management. You will receive a addition form for R.V./Stock Truck reservations upon approval that MUST be filled out for consideration.)

ELECTRICAL REQUIREMENTS: Voltage _____ Amps _____ Phase _____

I agree to abide by the rules and regulations stipulated in the actual contract agreement and the concessions manual incorporated therein and made part of the contract, should a space assignment be made available and a contract is sent. **THIS APPLICATION IN NO WAY GUARENTEES OR IMPLIES THAT SPACE WILL BE OFFERED.** The Napa Town and Country Fair reserves the right to refuse any application and may refuse to execute a contract without giving the reason for the same, or to relocate a concessions or commercial booth at any time for the betterment of the fair.

DATE: _____ **PRINT NAME:** _____

SIGNATURE: _____

TITLE: _____

PLEASE INDICATED WHICH BOOTH SPACE YOU WOULD PREFER BY NUMBERING THEM 1-5

CHARDONNAY HALL		OUTDOOR AREAS		
		Preferred Mallway	All other Outdoor	
_____ 10' x 10'	\$575.00	_____ 10' x 10'	\$525.00	_____ \$450.00
_____ 10' x 10' Corner	\$675.00	_____ 15' x 10'	\$735.00	_____ \$630.00
_____ 10' x 10' Preferred Corner	\$725.00	_____ 20' x 10'	\$945.00	_____ \$810.00
_____ 10' x 20'	\$1,015.00	_____ 10' x 30'	\$1,420.00	_____ \$1,215.00
_____ 10' x 20' Corner	\$1,195.00	_____ 20' x 20'	\$1,785.00	_____ \$1,530.00
_____ 10' x 20' Preferred Corner	\$1,285.00	_____ 20' x 30'	\$2,730.00	_____ \$2,340.00

****Please Note: Prices are Subject to Change****

IT IS IN YOUR BEST INTREST TO INCLUDE PICTURES, LETTER OF RECOMMENDATION, REFERENCES, ETC.

ACORD™ CERTIFICATE OF LIABILITY INSURANCE DATE (MM/DD/YYYY)

PRODUCER	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
<div style="border: 1px solid red; border-radius: 50%; padding: 10px; display: inline-block;"> Must match name on contract </div>	INSURERS AFFORDING COVERAGE	NAIC #
	INSURER A: ABC Insurance Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR	ADD'L	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE \$ RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
		OTHER				

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

The State of California, The District Agricultural Association, County Fair, The County in which the County Fair is located, Citrus Fair, or California Exposition and State Fair, their agents, directors, officers, servants, and employees are made additional insured, but only insofar as the operations under this contract are concerned.

CERTIFICATE HOLDER <div style="border: 1px solid red; border-radius: 50%; padding: 10px; display: inline-block; margin: 10px auto;"> Fair needs to be named as certificate holder </div>	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL <u>30</u> DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE <div style="border: 1px solid red; border-radius: 50%; padding: 5px; display: inline-block; margin: 5px auto;"> Signature Required </div>
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Paragraph MUST match word for word

Napa Valley Exposition
575 3rd Street
Napa, CA 94559

Must have a 30 day cancellation