



**Wednesday through Saturday**

**July 26-29, 2023**

**Commercial Vendor Space Application**

Email: smithd@cowlitzwa.gov  
1900 7<sup>th</sup> Avenue, Longview, WA 98632  
Phone 360-577-3137 Fax 360-577-6254

**\*\*\* No need to send money now \*\*\***

**Application for consideration only**

**Payment and contract will be established if space is available.**

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

Company or Organization \_\_\_\_\_

**REQUIRED** - Unified Business Identifier (U.B.I.) Number: \_\_\_\_\_  
(issued by Washington State Dept. of Revenue. Temporary permits are available free of charge, (800) 647-7706).

Authorized Representative(s) (please print) \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone #(s) \_\_\_\_\_ Fax \_\_\_\_\_

E-mail address \_\_\_\_\_ Website \_\_\_\_\_

**Please list item(s) you intend to sell or display. This product listing is mandatory.**

Although we do not offer any type of exclusivity, we do try to avoid over-representation of products and services. Please do not assume we know what you sell even if you have previously been a vendor with us. If your product is not listed here (including brand names), you will not be allowed to sell/display it. There are no exceptions to this rule.

If necessary, you may attach a separate sheet.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please check the category/activity in which you will participate at the fair:  
\_\_\_\_\_Display Only \_\_\_\_\_Direct Selling of Product \_\_\_\_\_Take Orders and Leads Only

Please send photographs of your booth set-up. Photographs will not be returned. The Cowlitz County Fair reserves the right to withhold approval of booth space on the basis that the proposed activity would not be in harmony with, or in the best interests of promoting and presenting the Cowlitz County Fair.

By signing the application, you are also certifying that all information provided in the application

**COMMERCIAL VENDOR SPACE**  
**RESERVE YOUR SPACE NOW FOR 2023**

**# Spaces**

\_\_\_\_\_ **Outdoor \$350.00 per 10' x 10' space**

\_\_\_\_\_ **Indoor \$350.00 per 10' x 10' space (limited space available)**

A \$50.00 discount per space is available to groups with proof of non-profit status. Please attach proof with application

**We have 110-volt power available. Please let us know how many outlets you would like to request.**

**(Required)** \_\_\_\_\_ 110-volt outlets

All contractors are required to furnish their own cords (minimum #12-2 wire). **We are unable to provide extension cords.** Any booth handling flammables must always have an ABC Fire Extinguisher in their booth space.

**IMPORTANT NOTES:**

**Insurance requirement:**

General liability insurance with a limit of not less than \$1,000,000 (some types of vendors may require a higher limit) for each occurrence written by an insurance company authorized to conduct business in the State of Washington. The vendor shall be named insured, as well as the "Cowlitz County Fair & Thunder Mountain Pro Rodeo, its' Officers, Directors, Agents and employees" shall be named as additionally insured. Certificate of Insurance **MUST** be on file not later than June 1, 2023.

My Policy – please FAX or mail copy for file records (Please indicate booth name on policy) **Due June 1, 2023.**

Commercial vendors must meet all requirements established by the Cowlitz County Health Department, the City of Longview Fire Marshal, and the Cowlitz County Risk Manager.

No food will be allowed as a handout from non-food commercial booth spaces. Some samples may be allowed but must be approved by the fair management prior to the fair. No coffee makers, portable heaters or like appliances are permitted in commercial vendor spaces.

No pets are allowed on the grounds (including campground), except for service animals.

No tents or overhead canopies are allowed in the indoor vendor area as directed by the City of Longview Fire Marshal. The Cowlitz County Fair is unable to rent tables, chairs, skirting, etc.

***By signing this application, I/We agree to abide by all rules & regulations of the Cowlitz County Fair & Thunder Mountain Pro Rodeo if my application is accepted and if space is available.***

Authorized Representative \_\_\_\_\_ Date \_\_\_\_\_

**Please return this application to Cowlitz County Fair, 1900 7<sup>th</sup> Avenue, Longview, WA 98632.**  
**All applications must be returned on or before April 1<sup>st</sup> 2023.**  
**Space Fee will increase to \$450.00 on April 2<sup>nd</sup> 2023.**