



**2013 DuQuoin State Fair**  
**AUGUST 23 – SEPTEMBER 2, 2013**  
**RATES FOR CONCESSIONAIRE/EXHIBITS**

Minimum space size is 10 front footage. Depth maximum to be determined by Department of AG. **Footage must include awnings, tie-ons, overhangs, trailer hitch, prep area, and anything extending from unit.** Footage is calculated as follows: One working side-front footage, Two or more working sides-front footage plus serving footage of one side. Only outside space available.

**PER FRONT FOOT (See Map)**

Direct Sales (over counter)	
Zone A	\$95.00
Zone B	\$85.00
Zone C	\$75.00
Indirect Sales (taking orders/leads only)	\$85.00
Exhibits (not selling)	\$75.00
Expo Hall 10' X 10'	\$600.00

**ALL FEES MUST BE PAID IN FULL BY JULY 1, 2013**

**INSURANCE**

Public liability insurance is required on **all** Concessionaires. Public liability insuring Concessionaires in the minimum amount of \$250,000 per person, \$500,000 per occurrence and \$50,000 property damage against claims arising out of or in connection with the concessions which are subject of the Agreement. Concessionaire shall supply said public liability insurance policy in form of a Certificate of Insurance or other form satisfactory to the Department. In addition, Concessionaire should have Worker's Compensation Insurance in the amount required by law.

**ELECTRICAL RATES**

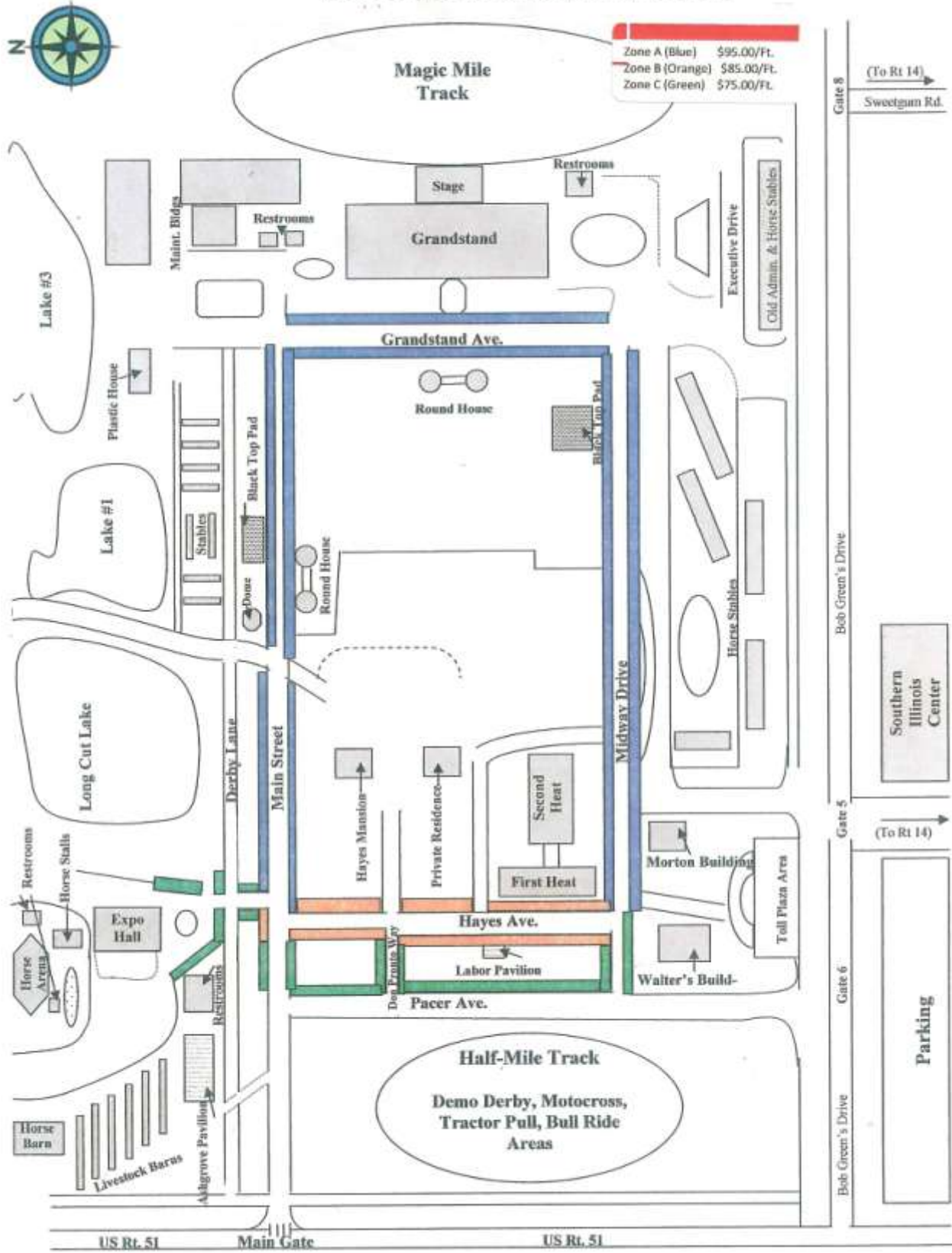
30 AMPS	\$150.00
60 AMPS	\$300.00
100 AMPS	\$450.00
200 AMPS	\$900.00
EXPO HALL	\$75.00

**THE FOLLOWING POINTS ARE IMPERATIVE FOR YOUR PARTICIPATION IN THE**

**DUQUOIN STATE FAIR**

- TRAILERS MUST HAVE PROFESSIONAL VINYL SKIRTING
- LP GAS TANKS AND SOFT DRINK CANISTERS MUST HAVE HOSES LONG ENOUGH SO THAT THE CANISTERS CAN BE STORED IN THE BACK OF STAND
  - ALL SIGNS MUST BE ATTRACTIVE AND PROFESSIONALLY PAINTED
- STANDS AND TENTS MUST MEET THE APPROVAL OF SPACE RENTAL
  - ALL CONCESSIONS MUST BE STAFFED
- PICTURES OF STAND MUST ACCOMPANY APPLICATION

**PROPOSED SPACE RENTAL ZONING**



This form should be filled in on-line, printed and mailed to: DuQuoin State Fair, 655 Executive Drive, DuQuoin, IL 62832

# 2013 DuQuoin State Fair

## August 23 - September 2, 2013

### CONCESSIONS/EXHIBIT APPLICATION

Du Quoin State Fair  
August 23 - Sept. 2, 2013  
618-542-1533 Space Rental Fax

**INSTRUCTIONS: PLEASE READ !!!!!!!**

1. Please type or print.
2. All questions must be answered completely.
3. List each specific item to be sold/exhibited. Only items listed will be considered for inclusion in contract. This is checked by Auditors.
4. **Must** enclose recent color photo of display. Applications without picture will **Not** be considered.
5. **ATTACH CERTIFICATE OF INSURANCE TO APPLICATION.**
6. Applications must be returned prior to **DECEMBER 1, 2012.** Do not send money with application.

**BUSINESS INFORMATION:**

Business Name \_\_\_\_\_  
 Owner's Name \_\_\_\_\_ **Cell Phone** \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Office Phone \_\_\_\_\_ Home Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Social Security # or Federal ID # **Required** \_\_\_\_\_

You must list all products and / or services that you will be selling / displaying at the Fair. Only those items listed below will be considered for inclusion in your contract. Only items listed in your contract will be allowed to be displayed or sold. Continue list on back of this page if necessary.

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**SPACE REQUEST:** Please note **GROUND DISTURBANCE** issues !!!

	YES	NO
Food Concession	_____	_____
Exhibit	_____	_____
Trailer	_____	_____
Tent	_____	_____

**DO NOT DIG OR HAMMER ANYTHING INTO GROUND UNTIL APPROVED  
BY FAIR MAINTENANCE STAFF.**

**FOOTAGE:**            **NOTE**    You must include awnings, tie-ons, overhangs, hitches, Seating, prep area, storage area, ice machine, tent stakes and ropes. How many working sides? \_\_\_\_\_  
Please indicate Zone Preferred/with #1 being your First Choice. Zone A ( ), Zone B ( ), Zone C ( ).  
Frontage \_\_\_\_\_ 10-foot minimum on front footage.  
Depth \_\_\_\_\_ Dimension is required.  
Comments \_\_\_\_\_

**ELECTRICAL REQUIREMENTS:**            Mark electrical requirements with X  
110 Volt, Single Phase Service            30 amp \_\_\_\_\_ 60 amp \_\_\_\_\_ 100 amp \_\_\_\_\_  
220 Volt, Single Phase Service            30 amp \_\_\_\_\_ 60 amp \_\_\_\_\_ 100 amp \_\_\_\_\_

**IN 2010 TENT STAKES WERE INSTALLED  
WITHOUT PERMISSION FROM OUR  
MAINTENANCE STAFF. THIS WILL NOT BE  
TOLERATED IN 2013. IF STAKES ARE  
DRIVEN WITHOUT PERMISSION YOU WILL  
BE ASKED TO LEAVE THE FAIRGROUNDS!!!**

**NO THREE-PHASE HOOK-UPS AVAILABLE**

All exhibitors are required to supply all their own electrical materials to reach an approved electrical source.

Exhibitors may not connect or disconnect themselves.

A four-wire supply cord is required on voltages of 220 or above.

A three-wire supply cord is required on 110 volts

**If an exhibitor requests 30, 60, 100 amps in their contract and are connected to an approved power source, then later it is determined they require an upgrade in amperage, they will be charged per the electrical rate upgrade plus an additional \$100.00 fee.**

There will be no splicing of exhibitor's cords by the Fair's electrical department.

All permanent and temporary wiring shall be under the jurisdiction of the Du Quoin State Fair electrical foreman.

**Exhibitor shall not dig, trench or hammer anything into ground until approved by Fair Maintenance Staff.**

Any exhibitor found cutting locks on electrical boxes will be asked to leave and will be excluded from future Fairs.

I understand the above requirements for the Du Quoin State Fair.

Signature \_\_\_\_\_

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

Company Name \_\_\_\_\_

Date \_\_\_\_\_

**SUPPLY TRUCK:      \$120.00 permit**

110 Volt, Single Phase Service    30 amp \_\_\_\_\_ 60 amp \_\_\_\_\_ 100 amp \_\_\_\_\_

220 Volt, Single Phase Service    30 amp \_\_\_\_\_ 60 amp \_\_\_\_\_ 100 amp \_\_\_\_\_

**CAMPING TRAILER:      \$20.00 per night-must be paid in full**

110 Volt, Single Phase Service    30 amp \_\_\_\_\_ 60 amp \_\_\_\_\_ 100 amp \_\_\_\_\_

220 Volt, Single Phase Service    30 amp \_\_\_\_\_ 60 amp \_\_\_\_\_ 100 amp \_\_\_\_\_

**WATER REQUIREMENTS:      Gray water must go to approved drain or water barrel.**

	Yes	No
Is water barrel required?	_____	_____
Is water needed for concession?	_____	_____

**MISCELLANEOUS REQUIREMENTS:**

	Yes	No
Garbage Pick-up	_____	_____
Is grease barrel required?	_____	_____

**PRIZE GIVEAWAYS:**

	Yes	No
Do you plan to raffle a prize during the fair?	_____	_____
If yes, list prizes and value.	_____	

If you are planning a prize giveaway or raffle you must make a request in writing to the Du Quoin State Fair Manager, 655 Executive Drive, Du Quoin, IL 62832. Upon approval you must provide a copy of your raffle license to the Du Quoin State Fair Space Rental Office. The Space Rental Office must be given a list of all winners upon completion of the raffle.

**INSURANCE REQUIREMENTS:**

Public liability insurance is required of all exhibitors. Public liability insuring exhibitor in the minimum amount of \$250,000.00 per person, \$500,000.00 per occurrence and \$50,000.00 property damage against claims arising out of or in connection with the exhibits which are subject of the Agreement. **Exhibitors shall supply said public liability insurance policy in a form of a Certificate of Insurance or other form satisfactory to the Department when application is returned to Space Rental Office.**

**REFERENCES:**

List two recent fairs or shows that you have participated in, including contact person and telephone number.

Event \_\_\_\_\_ Contact Name \_\_\_\_\_ Phone # \_\_\_\_\_

Event \_\_\_\_\_ Contact Name \_\_\_\_\_ Phone # \_\_\_\_\_

**SIGNATURE:**

Applicant agrees that all information provided is true and consistent with the rules and regulations of the Du Quoin State Fair.

Signature \_\_\_\_\_ Date \_\_\_\_\_

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

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For Office Use Only  
Received \_\_\_\_\_ Approved \_\_\_\_\_ Contract Sent \_\_\_\_\_ Contract # \_\_\_\_\_