

SERVICE VENDOR APPLICATION

Fairfax County 4-H Fair & Carnival

Frying Pan Farm Park ❖ 2709 West Ox Road ❖ Herndon, VA 20171

703-437-9101

www.fairfaxcounty.gov/parks/fryingpanpark

ENTRY REQUIREMENTS

A completed application and photographs of merchandise must be submitted by **July 19th, 2017**. Please send photos (or a link) that gives us the best view of your work as well as pricing. Photos must be labeled with your name and business name.

Notification of acceptance as a vendor at the 4-H Fair and Farm Show will be sent by July 24th, 2017.

NEW! VENDING DAY/TIME OPTIONS:

Big Truck Night: Friday August 4th 5pm-8pm

4-H Fair/Carnival: Saturday August 5th 9:30am-5pm

4-H Fair/Carnival: Sunday August 6th 10am-5pm

SPACE FEE

The Event is Rain or Shine. Your Entry Fee is Non-Refundable. Space fees are per 10'x10'

Big Truck Night Friday: \$30

Both Saturday and Sunday: \$125

Saturday or Sunday ONLY: \$75

After you have been notified that you have been accepted as a vendor, space fees are due by **August 1st, 2017**. **Payment can be made by Visa, MasterCard or Check.**

EQUIPMENT

- Vendors must supply your own tent (if used), tables, chairs and any other equipment.
- Tents must be secured with weights or stakes.
- Electricity is **NOT** available.
- Use of personal generators is prohibited.

SPACE REQUIREMENTS

If needed, vendors may exhibit merchandise two feet in front of and/or behind their space. **Please be considerate of your neighbors and do not block the view of their merchandise or intercept conversation between other vendors and their customers.**

SERVICE VENDOR RULES & REQUIREMENTS

Only two representatives for each type of service will be allowed (for example, two window replacement dealers, two dentists, two home improvement contractors, etc.) No food items that are intended for consumption on site will be allowed as this is in direct competition with our food vendors. FCPA prohibits the possession or consumption of alcoholic beverages on the premises, and reserves the right to prohibit the display of items that are unsuitable for a family audience. **The Fairfax County Code of Ethics and Standards of Conduct applies to all vendors & staff at the 4-H Fair. Both documents will be provided upon acceptance.**

IMPORTANT DATES

July 19, 2017	Deadline for application and pictures
July 24, 2017	Notification of acceptance
August 1, 2017	Entry Fees Due

Fairfax County 4-H Fair at Frying Pan Farm Park
August 4th-6th, 2017
Frying Pan Farm Park ❖ 2709 West Ox Road ❖ Herndon, VA 20171

SERVICE VENDOR APPLICATION

Business Name: _____

Primary Contact Name: _____

Address: _____

City/State/Zip Code: _____

Phone (primary and alternate): _____

E-mail address: _____

Number of spaces needed (*each space is 10x10*) **1** or **2**

Describe merchandise to be sold at the 4-H Fair and Farm Show:

Please list any special requests regarding space assignments or location. Every attempt will be made to meet your requests, if possible

PLEASE SELECT YOUR DESIRED VENDING DAY/TIME OPTIONS BELOW:

- Big Truck Night (*Add-On for Saturday Vendors only*)
- BOTH Saturday & Sunday
- Saturday ONLY
- Sunday ONLY

Mail completed form to:

Frying Pan Farm Park 2709 West Ox Road. Herndon, VA 20171
Attention: 4-H Fair Vendors

Or

Email to: Rebecca.shearer2@fairfaxcounty.gov

Application MUST be received by July 19th, 2017
PLEASE DO NOT SEND ANY FEES WITH THIS APPLICATION