



ILLINOIS STATE FAIR

August 12 - 22, 2021

INSIDE

Application for Vendors / Exhibitors

(Incomplete / Illegible Applications will not be considered)

Business Information

Business Name: _____ Application Date: _____

Contact Person (Mr. / Ms.) _____

Address: _____

City: _____ State: _____ Zip Code: _____

Work/Office Phone (_____) _____ Home Phone (_____) _____

Cellular Phone (*required) (_____) _____ Fax (_____) _____

Email Address (*required) _____

Product Listing

Vendors: Direct Sales (over the counter) _____ Indirect sales (taking orders/leads) _____

Exhibitors: Not selling / Display only _____

Name each specific item to be sold (include brand names), exhibited or promoted (use separate sheet if additional space is needed)

ALL PRODUCTS MUST BE APPROVED AND ONLY ITEMS LISTED ABOVE WILL BE CONSIDERED FOR INCLUSION IN A CONTRACT. ONLY ITEMS LISTED IN CONTRACT WILL BE ALLOWED TO BE SOLD / EXHIBITED – THIS IS CHECKED BY THE STATE AUDITORS.

Space Request (Note: Buildings are not air conditioned)

Exposition Building 10' x 10' Inline 10' x 10' Corner 20' x 10' Outside Wall

*NOTE: The Exposition Building does not have air conditioning.

NEW APPLICANT: A color photo or detailed drawing of vendor / exhibit display or stand **MUST** be submitted with application. If photo or drawing is **NOT** included, the application will **NOT** be considered.

References

Please give three references of shows and fairs participated in within the last three years. (*required)

Event: _____ Contact Name: _____ Telephone: _____

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Insurance

General liability insurance is required.

Agency: _____ Agent: _____ Telephone #: _____

Workers Compensation (as required by law): _____

Electricity Requirements

Electricity required: Yes No
If yes, please indicate appropriate Amp & Volt:
Single Phase: 110 Volt 220 Volt
 30 Amp 50 Amp 100 Amp

PLEASE NOTE: All vendors/exhibitors are required to supply all of their own electrical material (power cords, power strips, etc.) to the electrical source. Wire must be Rubber Cord ONLY – NO ROMEX ALLOWED.

Contests/ Microphones

Do you plan to hold a contest, registration, award a prize or have a give-away? Yes No

If Yes, explain:

Do you plan to present a demonstration? Yes No

Do you plan to use a microphone / pitch? Yes No

If Yes, the sound must be kept low enough so it does not interfere with surrounding booths.

Admission Booklets / Parking Permits / Supply Trailers

ALL VENDORS MUST PURCHASE ADMISSION BOOKLETS AND PARKING PERMITS

Supply trailers will be assigned a lot depending on the location of booth. No camping is allowed in these trailers/locations.

The Illinois State Fair strives to maintain a product balance throughout the buildings and encourages new concessionaires to bring in unique products and/or services. The previous year's concessionaires, who leave in good standing, are invited to return. The concessionaire return rate tends to vary each year, but is historically very high. All new applicants should keep in mind our limitations.

NOTE: IL State Fair reserves the right to accept or reject any applicant based on the uniqueness and / or quality of product or services. Space availability, attractiveness of space / booth and references from other fairs / shows are also factors that are taken into consideration.

DO NOT send a deposit with your application or obtain the required insurance prior to obtaining a space. This is *only an application*; it does not guarantee a space will be offered. You will be contacted once the decision is made to offer space.

Mail Application To:

Illinois State Fair, Attn: Space Rental Office, P. O. Box 19427, Springfield, IL 62794-9427, Fax: 217-782-8362

Signature of Applicant: _____

IL406-0419(8-85) IMPORTANT NOTICE: This state agency is requesting disclosure of information that is necessary to accomplish the statutory purpose as outlined under Illinois Revised Statutes., Chapter 127, Paragraph 1701 through 1713 and Chapter 8, 31T1 through 37T4. Failure to provide this information shall prevent this form from being processed. The form has been approved by the State Forms Management Center.

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For Office Use Only: Date Received: _____ Exhibitor: _____ Vendor: _____