

# Tennessee Valley Fair



**Fair Dates:**  
September 7-16, 2018

**Non- Refundable  
Application Fee  
\$100  
Must be paid by Cash,  
Money Order, or Credit  
Card  
NO CHECKS**

**Commercial Exhibitor Indoor Space  
First Time Vendor Application  
Please Return Application to Kerry Smith at:**  
PO Box 6066  
Knoxville, Tennessee, 37914  
OR FAX (865) 215-1483  
OR E-mail: kerry@tnvalleyfair.org

APPLICATION DEADLINE: August 31st, 2018

This First Time Vendor Application is a request for commercial vendor space and does not guarantee approval or a specific location. This form must be filled out in its entirety in order to receive consideration. We strongly recommend reading the 2018 Commercial Vendor Packet before completing this application.

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

**Company Name:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

**Are you a non-profit organization?:**

Yes \_\_\_\_\_ No \_\_\_\_\_

Please list all products and services you will be selling, distributing, or exhibiting at the Fair. All products and services must follow the rules and regulations of the Jacob Building, the Commercial Exhibitor Guidelines, and the Booth Space Guidelines (see 2018 Commercial Vendor Packet). **You must provide photos (visual aids, brochures, etc.) of the products and services and/or booth space.**

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(If more space is needed, please use backside of this page.)

**What type of space are you interested in?:**

\_\_\_\_\_ 10'x10' booth space- \$425 per booth \_\_\_\_\_ Quantity

\_\_\_\_\_ **TWO BOOTH SPECIAL!** 10'x20' booth space- \$800 for two spaces \_\_\_\_\_ Quantity

\_\_\_\_\_ Corner Booth Space- \$500 per booth \_\_\_\_\_ Quantity

PLEASE NOTE: The Two Booth Special is not applicable towards corner spaces. The prices listed above secure a booth space for all 10 days of the 2018 Tennessee Valley Fair.

**What amenities will you need?**

Electricity- \$50 for all 10 days Yes \_\_\_\_\_ No \_\_\_\_\_  
Reserved Parking Space- \$80 for all 10 days Yes \_\_\_\_\_ No \_\_\_\_\_ Quantity \_\_\_\_\_ (max. 2)  
\$1 Million Liability Insurance- \$130 for all 10 Days Yes \_\_\_\_\_ No \_\_\_\_\_  
Additional One Day Admissions Tickets- \$6 per tckt. Yes \_\_\_\_\_ No \_\_\_\_\_ Quantity \_\_\_\_\_



## Please Note:

- The Tennessee Valley Fair requires ALL commercial vendors to have \$1 million liability insurance through a master policy. If you have a current policy, you will need to list the **Tennessee Valley A&I Fair, SMG, and the City of Knoxville as additionally insured**. The Fair must receive a COI from you or your insurance company no later than August 31st, 2018. If you do not have a current policy, you may purchase one through the Tennessee Valley Fair for \$130.
- Exhibit space is subject to availability. All decisions to select a commercial vendor and contract for exhibit space shall be at the sole discretion of the Tennessee Valley Fair.
- All applications will receive due consideration.
- The \$100 non-refundable application fee must be submitted at the same time as this application— no exceptions. If your application is approved, and you are issued a commercial vendor contract, your application fee will be applied towards the final cost of the booth space rental.
- If your application is approved and you are issued a vendor contract, you will be required to make payment in full no later than fourteen (14) days from the date the contract is issued. The Fair DOES NOT accept partial payments.

If you would like to submit the \$100 non-refundable application fee by credit card, please complete the portion below:

Credit Card Number: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ CVV Code: \_\_\_\_\_

## Please read before signing:

By signing below, you are agreeing to follow all the rules and regulations as they pertain to commercial vendors should a contract be issued by the Tennessee Valley Fair. Please see the 2018 Commercial Vendor Packet for a complete list of all these rules and regulations. You are also agreeing and acknowledging that this is an application, and is NOT a binding commercial vendor contract. If applicable, your signature also authorizes the Tennessee Valley Fair to run the above credit card information for the amount of \$100 to cover the non-refundable application fee. Your signature also denotes an understanding that the application fee is non-refundable under any circumstances, regardless of the Tennessee Valley Fair's approval or denial of this application for a commercial exhibitors contract.

Applicant's Signature: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_  
(Please Print)

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