



**Des Moines County Fair Association**

Cass Pfeiff – Secretary Manager

Mailing Address: 13086 Pfeiff Rd, Burlington, IA 52601

Physical Location: 1015 S Gear Ave

West Burlington, IA 52655

Fair Cell: 641-295-3194

Email: [desmoinescountyfair@gmail.com](mailto:desmoinescountyfair@gmail.com)

Web Site: [desmoinescountyfair.com](http://desmoinescountyfair.com)

Facebook: Des Moines County Fair

## **Vendor Application**

### **Contact Information:**

Business Name: \_\_\_\_\_

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

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

City: \_\_\_\_\_ State & Zip \_\_\_\_\_

Email Address: \_\_\_\_\_

Main Contact Phone: \_\_\_\_\_

### **Booth Information:**

Type of Booth:                      Retail    Infomational

Products/Services to be available in your booth(general discription is fine).

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Weekly = \$50

County/State/Military Based Organization – No Charge

**Please return application and payment No Later than **May 31st****

DMC Fair, 13086 Pfeiff Rd Burlington, IA 52601

# **Des Moines County Fair**

## **Retail Vendor Requirements**

### **Fair Dates: Tuesday 23rd to Monday July 29<sup>th</sup>**

Tuesday is a published day due to the queen contest that evening but no shows will be happening to draw a crowd, so the choice is yours to open Tuesday. It is not required and can be used to finish setting up.

ALL Vendor Booths Must be OPEN 9AM to 8PM - Wednesday July 24th to Sunday July 28<sup>th</sup>.  
Special permission for a change in hours open will be given by the Fair Manager on a needed basis.

### **SET UP DAY**

#### **Monday, July 22<sup>nd</sup> 9AM – 7PM or Tuesday July 23<sup>rd</sup> 9AM -2PM**

We would like all informational, non-manned booths to set up your booths on Monday, IE the political parties, regional waste, and such. Retail vendors you may use the time available as you deem necessary for your display.

### **TEAR DOWN/LOAD OUT**

#### **Monday July 29<sup>th</sup> by Noon**

We have shortened the fair by a day this year. We will end on a Monday rather than a Tuesday. This presents an issue for those that pack up the final night of fair, that is Final Drive night, and we have a packed house everywhere, stands, parking lots, and yards until after 9:30/10PM. Which means you will not be able to get close to load your vehicles till after 10PM. You may load out after 9:30/10PM ONLY.

**Full Week Vendors:** Under tin roof but still outside

- \$50 for the week
- 10X10 space
- Set up Tuesday July 25<sup>th</sup> – Fair Manager Permission Needed for earlier
- Tear down Monday July 31st (after 7 PM) or Tuesday August 1st by 9AM
- Booth Open Daily 9AM TO 8PM

### **General Rules for all Vendors**

- No alcohol, tobacco, weapons, lighters, sexually explicit items, fireworks to be sold.
- Booths need to be kept neat and tidy.
- Vendor provides tables, chairs, and all display items needed for your booth – no canopies under the roof
- No overnight sleeping allowed in booths.
- TWO NIGHT WATCHMEN ARE ON DUTY FOR YOUR PROTECTION
- Any concerns arise please come to the Fair Booth and ask for Cass  
NOT BE RESPONSIBLE FOR LOST, DAMAGED OR STOLEN PROPERTY

**Please return application and payment No Later than **May 31<sup>st</sup>****

QUESTIONS: Cass Pfeiff, 641-295-3194 (Cell) - E-Mail: [desmoinescountyfair@gmail.com](mailto:desmoinescountyfair@gmail.com)