



## 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).

\_\_\_\_\_

\_\_\_\_\_

Weekly Under Roof = \$75

Weekly Outside = \$50

Friday/Saturday Outside = \$20

County/State/Military Based Organization – No Charge

**Please return application and payment No Later than **May 1st****

DMC Fair, 13086 Pfeiff Rd Burlington, IA 52601

**Please include proof of Liability Insurance – New per our insurance company**

# **Des Moines County Fair**

## **Retail Vendor Requirements**

**Fair Dates: Tuesday July 22<sup>nd</sup> to Monday July 28<sup>th</sup>, 2025**

ALL Vendor Booths Must be OPEN 10AM to 9PM – Tuesday to Sunday

Special permission for a change in the hours open will be given by the Fair Manager on a needed basis.

### **SET UP DAY**

**Monday, July 21st 9AM – 7PM**

Sunday July 20<sup>th</sup> with permission of Fair Manager

### **TEAR DOWN/LOAD OUT -Weekly Vendors Only**

**Monday July 28<sup>th</sup> by Noon**

Again, we will end on Monday rather than 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 reload your vehicles till after 10PM. You may load out after 9:30/10PM ONLY. Friday/Saturday Only Vendors Fair Manager will communicate directly with you about tear down.

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

- \$75 for the week
- 10X10 space – Limit 2 per vendor
- Booth Open Daily 10AM to 9PM

**Full Week Outside Vendors:** Provide your own Canopy

- \$50 for the week
- Location: South Parking Lot - No electricity but space for enclosed trailers with pre-approval
- 8x10 Space (Parking space size) – Number of Space allowed 3
- Booth Open Daily 10AM to 9PM

**Friday/Saturday Outside Vendors:** Provide your own Canopy

- \$20 for two days
- Location: South Parking Lot - No electricity but space for enclosed trailers with pre-approval
- 8x10 Space (Parking space size) – Number of Space allowed 1
- Booth Open Daily 10AM to 9PM

### **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.
- 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 1<sup>st</sup>**

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