



Jefferson County Fair

Theme: National Parks

“Explore more at the Jefferson County Fair”

August 8th-10th, 2025

4907 Landes St. | PO Box 242

Port Townsend, WA 98368

Dear Vendor,

The Jefferson County Fair Association is thrilled to invite you to be a part of the **2025 Jefferson County Fair!** Each year, we welcome **13,000–14,000 visitors** over three days, providing an incredible opportunity for vendors to showcase their products, services, and talents. Whether you're a returning vendor or new to the fair, we are excited to have you join us!

This year's **National Parks** theme encourages adventure and exploration, and we invite vendors to **decorate their booths to match the theme!** At the end of the fair, we will award **“Best Decorated Booth”** to celebrate those who go the extra mile in creativity and presentation.

Join us for an unforgettable weekend of community, fun, and fantastic opportunities to connect with fairgoers. We can't wait to see what you bring to the fair!

Vendor Application:

Vendor applications are due by May 31st, but spaces are limited and may fill before the deadline. Apply early to secure your spot!

1. Read this information sheet as well as the application.
2. **Application is neither an offer nor a guarantee of space.**
3. Please answer all questions completely and legibly. The decision will be based solely on this application.
4. The list of products you are requesting to sell/display/promote/give away must be specific. The JCFA reserves the right to select the items a company/organization/person is allowed to sell.
5. Fireworks and any hazardous materials are strictly prohibited. Additionally, items that emit loud noises or project objects, which may disturb patrons or fair animals, are not permitted.
6. **All vendors must show proof of insurance with a minimum liability of \$1,000,000 on Bodily Injury/Property Damage Listing the JCFA as additional insured. Proof of**

insurance must be on file in the Fair Office upon completion of the vendor contract.

7. All vendors preparing and selling food must have a Health Permit from the Jefferson County Public Health Dept. www.jeffersoncountypublichealth.org
8. If a contract is issued, the location of your booth will be determined by JCFA.
9. A recent photo of your booth is requested.
10. If you are bringing a trailer, a photo is required. Please also provide the total length and any power requirements.

Fair Booth Rates

Food Vendors Included: Power, Water & Garbage Removal	\$300.00 or 15% of gross sales – whichever is greater.	
Inside Space Included: Power	10 x 10	\$200.00
Outside Booth * Included: Power	10 x 10	\$175.00
Outside Spaces * <ul style="list-style-type: none"> • Must provide your own tent, etc. • Indicate if power is needed. 	10 x 10	\$150.00
Non- Profits	10 % off standard prices	

***See description of Outside Space & Outside Booth**

Outside Booth:
roughly 10x10.
Some have built in table, some have shelves.



Outside Space:
10x10. Space you provide your own tent/canopy.
Please indicate if you need power.



Items to consider before applying

1. There are no special discounts for non-profit organizations or services.
2. Most spaces include power at no extra cost. Please indicate power requirements.
3. Equipment needs are your responsibility and at your expense. JCFA does not provide tables, chairs, electrical cords, adapters, RV adapters, tents, etc.
4. **Fair Food vendors:** pay 15% of their gross sales after sales tax or \$300- whichever is greater. A \$300.00 deposit is due with a signed contract to reserve your space.

Fair Non-Food vendors: pay booth fee only no concession fees.

5. Booth Space must be staffed: Fair 9:45 am to 8pm Friday & Saturday, Sunday 9:45am -6pm.
6. No vehicles are allowed to be driven on the grounds during Fair hours. All deliveries must be made before or after hours.
7. If accepted, full booth fee is due with the completed contract.
8. Camping is available for a fee on a first come first serve basis.
9. We do not grant exclusivity for any products. JCFA reserves the right to limit the number of vendors selling/displaying "like items" in order to provide a wide variety of products and services for the general public. JCFA reserves the right to limit the number of concessionaires offering the same/similar food.
- 10 Except competition animals, trained assistance dogs and police dogs in the performance of duty, no other pets or animals are allowed on the grounds.
11. One day spaces may be available on a limited basis – attach separate request letter with this application – outside spaces only.

Jefferson County Fair: Vendor Application

Do not send money with an application.

If accepted a contract will be sent to you, which you would sign and return with payment.

Date of Application	
Contact Person	
Business or Organization Name	
Address	
City, State, Zip	
Telephone	
E-mail Address	
Website/Social Media	
Total dimensions of trailer/set-up	
UBI Number	
Power Requirements	
SELECT SPACE DESIRED	
<input type="checkbox"/> Inside Booth <input type="checkbox"/> Outside Booth <input type="checkbox"/> Outside Space	
Quantity of Booths (10x10 space)	

Contact Person during event if different from above:

Name	
Title	
Cell Phone	

Description of Products and Services

Please list products, food items or services you are intending to sell, promote or display. Include a photograph of your booth set-up.

Food vendors must submit a complete menu of what will be offered during the event for approval.