

Carbon County Fair Association

P. O. Box 1414

Rawlins, WY 82301

307-328-7811

fairgrounds@carbonwy.com

www.carboncountyfairgrounds.com

Dear Outdoor Booth Participant:

Please find enclosed a copy of the rules and regulations, a booth application and agreement form for the 2025 Carbon County Fair. We would like to invite you to "show your stuff" during the week of August 2nd, through August 9th, 2025.

We have implemented some new rules this year, so please read through them closely. This is done in an effort to make the week go smoothly for everyone.

We will once again be having two rows of Outdoor Vendors, running East and West to create the Midway like we did last year. The South side will have plug ins, and the North Side will be able to plug into the generators like we had in 2024. There was a great response to the set up last year, so we are trying to keep proceeding with that improvement! Those of you who participated last year, thank you for your part in that! It got rave reviews from the public! There will be no trailer parking on the East end of the Multi Plex. That will remain handicapped parking.

As in the past, it is a first come, first serve basis on assigning the spaces. Please make sure you send **two checks – one for the rent of outside space (10'X20), with electric, with food, \$300.00 or outside space, non- food, no electric, \$150.00, and a second check for the deposit of- \$100.00**, which will be returned upon the close of fair as stated in the "Rules and Regulations".

Set up will be Monday, August 4th from 8:00 a.m. to 10:00 a.m. only. No exceptions. Booth dismissal is Saturday, August 10th after the Demolition Derby is over. Leaving early will result in losing your deposit.

If you have any questions, please don't hesitate to call me at the above number. I hope to hear from you very soon.

Sincerely,

Julie Webb

Carbon County Fair Board Admin

307-328-7811

CARBON COUNTY FAIR BOOTHS RULES AND REGULATION FOR OUTSIDE/FOOD VENDORS

(In county)

**No vendor camping will be allowed on the Fair Grounds
You must submit a copy of your current Wyoming Food License,
and what you are licensed to sell, along with your menu.**

1. Selling and displaying of wares or information will be permitted only in the area rented (one trailer per space). Any extra attractions will require an additional space being rented.
2. A fee of **\$300.00 (with food, with electricity), or non- food, no electricity for \$150.00** will be required and must accompany the booth application and agreement. Spaces are on a first come first serve basis but the fair management reserves the right to assign areas. A **\$100.00** refundable deposit is required from all applicants renting a space but will be returned after release time. **After set-up on August 5th, you are not permitted to move your food trailer/truck until after the Demolition Derby is over.** Any exhibitor removing exhibits prior to the release time shall lose their deposit.
3. All items must be promptly removed from fairgrounds at the close of fair. Items left on the grounds will become the property of the Fair Association.
4. If you are food vendor a menu, price list, and copy of current food license must be submitted with booth application.
5. Night security is provided by the Fair Board and every reasonable care will be taken to protect exhibits. However, the Fair Board assumes no responsibility for injury to any individual or for loss or damage to any property belonging to any firm or individual while said property is being exhibited and /or sold at the Carbon County Fair.
6. Operators are responsible to report any sales tax on items sold.
7. Operators will be allowed to unload and load equipment during the set-up and take down times. No one will be allowed to move in and out each day.
NO PARKING WILL BE ALLOWED AROUND THE BUILDINGS OR THE FOOD TRAILERS DURING THE FAIR!!!!
8. All operators are required to keep their area in a neat and sanitary condition and they must help police the areas for trash.
9. The management will use every precaution to guard against extortion practiced upon the patrons of the Fair. Any extortion practiced by a concessionaire/exhibit booth renter, will cause forfeiture of all money paid and the expulsion from the fairgrounds.
10. All rules and regulations written or verbal set by the Fair management must be followed and failure to comply will result in a refusal of space at all future fairs.
11. You are responsible for your own wifi, if that is necessary.
12. Trailers parallel to the fence, trailer tongues face West, trailers across the parking lot trailer tongues face East.

Thank you for your interest in the Carbon County Fair. We appreciate your efforts to make the Fair an enjoyable event for all county residents and visitors.

Set up Time: **Monday, August 4th– 8 AM – 10 AM ONLY. No Exceptions.** If you are not here at that time, you will lose your space. County Employees will be directing Trailer Parking.

Release Time: Saturday, August 9th – after the derby is over

OPEN TO PUBLIC: You may be open at any time you wish. These are the times the exhibit hall is open.

Monday ~ 2 – 7 PM

Tuesday, Wed. and Thurs.~ 10 AM – 7PM

Friday ~ 10 AM – 1 PM,
Saturday Demolition Derby starts at 5:00 p.m.

BOOTH APPLICATION AND AGREEMENT

Please return your application no later than July 1, 2025

Current Fair Year: 2025

Name of Business or Person: _____

Contact Person: _____

Phone #: _____

Mailing Address: _____

Town/Zip Code: _____

Displaying or Selling What: _____
(Please include a menu)

Specify Electrical Equipment: _____

Inside: _____ **Outside:** _____

Trailer Size _____

Enclosed is _____ **for deposit fee to be refunded.**

I have read and agree to follow the rules and regulations as set by the Fair Management.

Signature: _____

Return application to: **Carbon County Fair**
P.O. Box 1414
Rawlins, WY 82301
Phone: 307-328-7811