



2025 Winter Fair Dates: November 28th, 29th & 30th

1. Application Instructions

- Carefully review the attached application form *prior to completing the application.*
- Submission of an application does not constitute a guarantee of space or an agreement.
- Applications are due no later than 5 PM on Nov. 10, 2025.
- You will be notified if your application has been accepted or denied.

2. Application Processing Fee

- \$25 Application Processing Fee due with this application (Waived for all past participants)
- Submit payment may be made online or in the form of a check, cashier's check or money order payable to "Humboldt County Fair Association". **DO NOT SUBMIT CASH.**

3. Products & Marketing - Include with your application:

- A list of all products proposed to be promoted, display, given away or sold. Do not list "accessories", all products must be listed.
- Marketing Materials.
- A picture of your booth.

4. Insurance Requirements – You must have insurance coverage through one of the following options:

- Provide a CFSMA Master list number and expiration date
- One time insurance coverage may be purchased through "CA Fair Services Authority", which will provide the necessary coverage through the duration of the Fair.
- Certificate of Insurance with correct coverage verbiage. A Sample Certificate will be provided to accepted applicants.

5. California Department of Tax & Fee Administration

- A copy of your Calif. Seller's Permit must be included with your completed application.
- Out-of-State vendors must obtain this permit prior to the start of the Fair.
- The permit must include the Humboldt County Fair as a sub-location.
- Failure to provide a copy of the permit & CDTFA number may result in booth cancellation.
- Vendors are responsible for collection and payments of any applicable sale taxes. The Association strives to keep product duplication to a minimum. Although there may be similar merchandise/food types, we will attempt to place booth in such a manner that there is minimal conflict with each other.



Humboldt County WINTER Fair Commercial & Concessionaire Application

Completed Applications may be mailed or emailed to:

Vendor Coordinator Humboldt County Fair 1250 5th Street Ferndale, CA 95536 707.786.9511 Or
Vendors@humboldtcountryfair.org

TYPE OR PRINT LEGIBLY IN INK

(NOTE: This is the name that will be on the Contract and MUST match the same name that is on the insurance certificate. Please include "Doing Business As" name if applicable)

COMPANY NAME _____

CONTRACT SIGNING AUTHORITY _____

BUSINESS PHONE ONSITE CONTACT NAME _____

CELL PHONE PHONE NUMBER _____

ADDRESS _____ **CITY** _____ **STATE** _____ **ZIPCODE** _____

EMAIL _____ **WEBSITE** _____

CALIFORNIA SELLER'S PERMIT NUMBER/RESALE NUMBER _____

Attach a copy of your Seller's Permit to this application. If the permit is pending, attach a note that the application is pending. For more information, please contact the CA Dept. of Tax and Fee Administration (previously the Board of Equalization) at: www.cdtfa.ca.gov/services/permits-licenses

REFERENCES

Have you participated as a Vendor at the Humboldt County Fair before: Yes No. If Yes, When .
New Vendors Only: Please list other events or fairs that you've previously participated:

1. Contact Name: Phone Number: _____
2. Contact Name: Phone Number: _____

APPLICATION SUBMITTAL

By signing this application, I declare that the information contained in the foregoing application is true and correct to the best of my knowledge and understanding.

Name of Applicant (Print) Signature: _____ Date: _____



2025 Humboldt County WINTER Fair Commercial & Concessionaire

Application

Refer to the “**2025 Vendor Guidebook**” for information about the Humboldt County Fair, policies and regulations pertaining to Concessionaires and our facilities.

1. PRODUCT AND BOOTH DESCRIPTION:

- Will there be product demonstrations? Yes No
- Are you giving away promotional items? Yes
- If you will conduct a drawing, provide a description of the prize.
- If you plan to give away food samples, a copy of a valid Health Dept. Food Permit is required.
- Attach a photo of your booth with products

Description:

2. FOOD VENDOR BOOTH DESCRIPTION:

Attach additional sheets as necessary.

• A copy of a valid Health Dept. Food Permit is required, and booth inspections must be performed by City of Ferndale’s Health Inspector prior to Fair’s Opening.

- Submit a list of ALL Food and Beverages proposed to be sold.
- HCFA reserves the right to approve/deny any proposed items.

Description:

3. ADDITIONAL NOTES YOU WOULD LIKE TO PROVIDE:

Attach additional sheets as necessary



2025 Humboldt County Winter Fair Commercial & Concessionaire Application
VENDOR TYPE

1. I am interested applying for booth space for the identified period(s) & vendor type. Select all that apply:

- **Humboldt County Fair: Nov. 28th, 29th & 30th**
- **Day Vendor - Requested Day(s):** _____
- **Food Concessionaire** ☐
- **Non-Food- Commercial Concessionaire** ☐

2. FOOD CONCESSIONAIRE

- **Electrical Needs:** _____
- **Food Concession Space Rental Rate: \$150.00 and/or 20% of gross sales (after sales tax), whichever is greater.**

3. COMMERCIAL (NON-FOOD) CONCESSIONAIRE:

- **Select Preferred Space Location: Inside Outside (Limited availability**
- **Inside Space Preference: In-Line Corner Double Corner Day Use**
- **Booth Size:**

10'x10' ☐ - \$150.00 10'x20' ☐ - \$240.00

- **Electrical Needs:** _____

4. CFSA INSURANCE—

a. HCFA Processing Fee \$20.00

b. CA Fair Service Authority— i. Food Vendor \$45.00

c. CA Fair Service Authority— i. Arts & Crafts Vendor \$35.00

Preliminary Total: \$ _____