

**Ritchie County Fair & Expo Inc.**  
**Craft Show**  
**Wednesday, Aug. 9-Saturday, Aug. 12, 2017**  
**Ritchie County 4-H Grounds**

Name \_\_\_\_\_ Business Name (if applicable) -----

Address: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Items you will be selling: \_\_\_\_\_

**8 foot table space – NO CHARGE FOR ELECTRIC**  
**(No table fees will be charged. Crafters and vendors must pay Fair and Expo**  
**entry fee each day.)**

Number of table(s): \_\_\_\_\_

Days to be set up:

- See Back of Form for  
Specific set up information

Wednesday-Saturday \_\_\_\_\_

Other (please specify) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**SUBMIT VENDOR FORM TO:**

**RITCHIE COUNTY FAIR & EXPO INC.**  
**1608 E. MAIN STREET**  
**HARRISVILLE WV 26362**

If you have any questions, please call the Ritchie County Extension Office at 304.643.5200.  
Email Jennifer at [jennifer.metheney@mail.wvu.edu](mailto:jennifer.metheney@mail.wvu.edu).

**Ritchie County Fair Board reserves the right to assign location and space.**  
**Return as soon as possible.**

## **Terms and Conditions**

- 1. Vendors and Crafters may begin setting up at 9 a.m. the first day of the Fair. Booths should be set up by 2 p.m. The Fair Board would like for crafters to set up all four days of the Fair and Expo. If you are only able to set up certain days of the Fair, please specify on the front of the form. The Fair and Expo will be Wednesday-Saturday, Aug. 9-12, 2017.**
- 2. Vendors must provide the Ritchie County Fair & Exposition with a copy of a valid business license when the application is returned.**
- 3. Tractors, trailers, vans and other vehicles must be parked in the designated area during Fair hours. Vehicles will only be permitted in the show area before the fair opens and after daily closing.
  - A. Due to the limited space, we ask that all Vendors and Crafters unload their vehicles, park and then return to set up.****
- 4. Booths must remain staffed during the Fair.**
- 5. All vendor equipment and supplies must be removed by Sunday, Aug. 13, at Noon.**
- 6. Ritchie County Fair and Exposition Board reserves the right to decline any application for space if it deems such action to be in the best interest of the Fair.**
- 7. Items for sale at the Vendor and Crafter booths must be appropriate for family viewing. RCFEB reserves the right to have items removed which are not considered appropriate.**
- 8. Vendors must remove all rubbish, wrapping and waste created at their booth at the end of the fair.**
- 9. The vendor will be fully responsible for any loss or damage to his or her property by theft, fire or casualty. The RCFEB expressly disclaims any responsibility of the same. Exhibitors shall be responsible for any damage which may be incurred to the facilities as a result of or in connection with its operation.**
- 10. NO ALCOHOLIC BEVERAGES OR ILLEGAL SUBSTANCES PERMITTED AT ANY TIME.**