



**ILLINOIS STATE FAIR**  
**August 08 - 18, 2024**  
**Application for Vendors / Exhibitors**  
 (Incomplete / Illegible Applications will not be considered)

**Business Information**

Business Name: \_\_\_\_\_ Application Date: \_\_\_\_\_

Primary Contact \* : \_\_\_\_\_ On-Site Contact (if different) \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Work/Office Phone (\_\_\_\_\_) \_\_\_\_\_ Home Phone (\_\_\_\_\_) \_\_\_\_\_

Cellular Phone (required) (\_\_\_\_\_) \_\_\_\_\_ Text (required) (\_\_\_\_\_) \_\_\_\_\_

Email Address (required) \_\_\_\_\_

*\*The "Primary Contact" should be capable of signing a legal contract in the name of the interested entity. Secondary Contact is for communication, if different.*

**Product / Exhibit / Promotion Listing**

**Vendors:**     Direct Sales (over the counter)                       Indirect sales (taking orders/leads)  
**Exhibitors:**     Not selling / Display only                                       Governmental Agency

Name each specific item to be sold (include brand names), exhibited or promoted (use separate sheet if additional space is needed).

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Mark if your menu offers any of the following options:    Breakfast    Dairy-free    Vegetarian    Vegan    Gluten-free

**ALL PRODUCTS & EXHIBITS MUST BE APPROVED AND ONLY ITEMS LISTED ABOVE WILL BE CONSIDERED FOR INCLUSION IN A CONTRACT. ONLY ITEMS LISTED IN CONTRACT WILL BE ALLOWED TO BE SOLD / EXHIBITED – THIS IS CHECKED BY STATE AUDITORS.**

**Space Request (one application for each trailer/tent/etc. required)**

**INSIDE** (\$900 +, depending on front footage)  
 Exposition Building     10' x 10' Inline     10' x 10' Corner     Other \_\_\_\_\_ x \_\_\_\_\_

\*NOTE: The Exposition Building does not have air conditioning.

**OUTSIDE** (ranging from \$1700 - \$4000, depending on zone location and front footage – depth availability varies by location)

Minimum Request:    Frontage: \_\_\_\_\_ x Depth: \_\_\_\_\_ (NOTE: 10' frontage is the minimum)

Maximum Request:    Frontage: \_\_\_\_\_ x Depth: \_\_\_\_\_

Please indicate the size of each that will be used within your location:

Concession Trailer: \_\_\_\_\_ Tent: \_\_\_\_\_ Stand: \_\_\_\_\_ Prep Area: \_\_\_\_\_

**NEW APPLICANT: A color photo or detailed drawing of vendor / exhibit display or stand MUST be submitted with application. If photo or drawing is NOT included, the application will NOT be considered.**

**References**

Please give three references of shows and fairs participated in within the last three years. **(\*required)**

Event: \_\_\_\_\_ Contact Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

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**Electricity Requirements**

Electricity required (single phase only):  Yes  No

Inside:  Exposition Building (30 AMPs) (\$75)

Outside:  110 Volt /  220 Volt & 30 AMPs (\$150/each)

110 Volt /  220 Volt & 50 AMPs (\$300/each)

110 Volt /  220 Volt & 100 AMPs (\$450/each)

**PLEASE NOTE: All vendors/exhibitors are required to supply all of their own electrical material (power cords, power strips, etc.) to the electrical source. Wire must be Rubber Cord ONLY – NO ROMEX ALLOWED.**

Water required:  Waste Water Barrel required:  L.P. Gas required:  Grease Barrel required:

**Contests/ Microphones**

Do you plan to hold a contest, registration, award a prize or have a give-away?  Yes  No

If yes, explain: \_\_\_\_\_

Do you plan to present a demonstration?  Yes  No

Do you plan to use a microphone / pitch?  Yes  No

If yes, the sound must be kept low enough so it does not interfere with surrounding booths.

**Admission Booklets / Parking Permits / Supply Trailers**

**\*ALL VENDORS MUST PURCHASE ADMISSION BOOKLETS AND PARKING PERMITS\***

Supply trailers will be assigned a supply lot close to the vendor’s location, depending on availability. Each supply trailer must clearly display a purchased Supply Lot Permit. Camping is **not** allowed in these trailers/locations.

The Illinois State Fair strives to maintain a product balance throughout the buildings and encourages new concessionaires to bring in unique products and/or services. The previous year’s concessionaires, who leave in good standing, are invited to return. The concessionaire return rate tends to vary each year, but is historically very high. All new applicants should keep in mind our limitations.

**NOTE: IL State Fair reserves the right to accept or reject any applicant based on the uniqueness and / or quality of product or services. Space availability, attractiveness of space / booth and references from other fairs / shows are also factors that are taken into consideration.**

**DO NOT** send a deposit with your application or obtain the required insurance prior to obtaining a space. This is *only an application*; it does not guarantee a space will be offered. You will be contacted once the decision is made to offer space.

I understand that it is my responsibility to become familiar with the Vendor Handbook and all other literature on the Illinois State Fair website provided by the Illinois State Fair, Office of the State Fire Marshal and Illinois Department of Public Health.

Signature of Applicant: \_\_\_\_\_

IL406-0419(8-85) IMPORTANT NOTICE: This state agency is requesting disclosure of information that is necessary to accomplish the statutory purpose as outlined under Illinois Revised Statutes., Chapter 127, Paragraph 1701 through 1713 and Chapter 8, 31T1 through 37T4. Failure to provide this information shall prevent this form from being processed. The form has been approved by the State Forms Management Center.

**Vendor Referral Program**

Business Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_