

ILLINOIS STATE FAIR

SUPPLY LOT RESERVATION FORM

Requests for reservations should be received no later than August 1st.

- Reservations are not honored until payment is received.
- Trucks / trailers must remain parked for the length of the Fair.
- Units must be dropped/placed by 5:00 Wednesday, August 7th, 2024.
- Vendors will not be able to move into location between Thursday, August 1st thru Sunday, August 4th at 5pm.

1. Contact Information

Business Name: _____

Contact Person: _____

Location on the Fairgrounds: _____

Arrival Date: *(required)* _____ License plate # of each unit: *(required)* _____

2. Supply Unit Permit Fee and Selection (If Applicable)

All Supply Units must be parked in designated Supply Unit lots. Each Supply Unit must be properly identified with a permit card (provided by the Fair) and may **NOT** be moved for the duration of the Fair. Supply Unit parking lots have limited electric hookups available. The Supply Units will be checked daily by the Department. *If any Supply Unit is found in violation or illegally parked, the Supply Unit will be towed at the owner's expense.*

Spaces in the supply lot are assigned on a first come, first served based on the receipt date of payment and paperwork to the Space Rental Office.

Please indicate your location preference if a Supply Unit is to be parked on the fairgrounds:

- | | | | |
|--------------------------|-------|-------|---|
| <input type="checkbox"/> | Lot A | \$200 | Midway Area- East side of Pav. /Bldg. 105 |
| <input type="checkbox"/> | Lot B | \$200 | Outside fence along turn 2 of mile track
(drop Sunday, 08/04 after 5pm only) |
| <input type="checkbox"/> | Lot C | \$100 | North west side of Expo Bldg. |
| <input type="checkbox"/> | Lot D | \$200 | Between IL Ave. & Track |
| <input type="checkbox"/> | Lot E | \$200 | Between Grandstand & Pedestrian Tunnel |
| <input type="checkbox"/> | Lot F | \$200 | West side of Commodity Pavilion |
| <input type="checkbox"/> | Lot G | \$200 | Infield of the Mile (drop Sunday, 08/04 after 5pm only) |

Size of Supply Unit (required): Length _____ Width _____

Load / Unload from which side of unit: End Side Both

There is limited Supply Unit parking space available on the fairgrounds so applicants that wish to permanently park Supply Units on the fairgrounds must pay a \$200/\$100 fee per Supply Unit to the Department. This cost does not include electricity.

Number of Supply Units Parked _____

Total Amount for Supply Unit Permit Fee \$ _____

Please complete reverse side

Please indicate (\checkmark) below if electric is needed for your supply unit:

<u>Electric:</u>		No Electric Needed _____	
Single Phase	120 / 240 Volt	30 Amp	\$ 150.00 _____
Single Phase	120 / 240 Volt	50 Amp	\$ 300.00 _____
Single Phase	120 / 240 Volt	100 Amp	\$ 450.00 _____

The above price schedule is a flat fee for entire fair, not a daily fee

NOTE: Dry storage or extra units that will not be moved for the duration of the Fair may be parked in specifically designated parking lots near Gate 7 or in the 1/2 mile track infield. Contact the Space Rental Office for further information.

3. Amount Enclosed

Supply Unit Permit Fee		\$ _____
Supply Unit Electric Fee		\$ _____
Admission Books		
# Adult Books at \$45.00	_____	\$ _____
Parking Permit		
# Permits at \$40.00	_____	\$ _____
TOTAL		\$ _____

<u>FOR OFFICE USE ONLY</u>	
Date Rec:	_____
Amount Rec:	_____
FMR #:	_____
Contract #:	_____

- Preferred parking lot _____ (Lot 3,10, 14, 18, 21)
***Note:** placement is not guaranteed but we will always do our best to accommodate our vendors
- Hold material at the Space Rental Office for pick-up. (To avoid being charged for admission/parking, this needs to be picked up prior to opening day between 8am – 4:30pm.)
- Please mail to my address on file. Certified mailing charges may apply. (The Illinois State Fair is not responsible for lost or damaged materials once it leaves the Space Rental Office.)

4. Requirements

The applicant agrees that he/she has received and read the requirements that are set forth in the *Illinois State Fair Service Providers Permit and Supply Unit Renter Requirements*, which is attached hereto and incorporated herein by reference, and agrees to comply with all such requirements. The applicant also acknowledges that he/she has received a copy of the Illinois State Fair Regulations and agrees to comply with all the applicable rules contained therein and all other laws and regulations of the State of Illinois.

**Please note that there is a 2.25% added fee on the total amount being charged.*

Visa _____ MasterCard _____ Discover _____ American Ex _____
 Name on Charge Card: _____ CVV2 #: _____
 Charge Card number: _____ Expiration Date: _____
 Total Amount of Charge Authorized: \$ _____
 Authorized Credit Card signature: _____