



# **2023 Concessions Info Pack & Application Contents:**

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**please note: there are different forms for livestock & vendor camping.  
please use the correct form (enclosed)**

**Please return the application with any necessary forms  
Do not send blank or non-applicable forms  
Do not send money: you will be contacted if your application has been approved**



## Requirements for 2023 Concession Rental August 24, 2023–August 27, 2023

### **A. Outdoor Commercial Rate:**

1. \$25 per foot, 10 foot increments = \$250.00
  2. One (1) 15amp/120 volt receptacle included
  3. Corner premium of \$100.00 applies
  4. Tent rental is additional (see attached tent price sheet)
  5. Additional Electric is: Each additional 15 amp/120 volt is \$50. Direct wire charge is \$60.00. 110/220 volt service is \$50 plus \$4 per amp draw.
  6. Camping Fee: \$50.00, Water provided, No power (see camping form).
  7. Please provide a \$1 million secondary insurance liability policy naming W.C.A.S. for above dates. To be put on fair insurance policy is \$150.00
- Example: 10 foot space = \$250.00 Rent + \$50.00 camping fee = \$300.00 plus any tent rental fee or additional electrical.

### **B. Food Vendors:**

1. \$700.00 minimum for a 20 foot space or less
2. Over 20 foot is \$35.00 per frontage foot (minimum 5ft increments)
3. Tent rental is additional (see attached tent price sheet)
4. One (1) 15 amp/120 volt receptacle included
5. Additional Electric is: Each additional 15 amp/120 volt is \$50. Direct wire charge is \$60.00. 110/220 volt service is \$50 plus \$4 per amp draw.
6. Camping Fee: \$50.00, Water provided, No power (see camping form).
7. Please provide a \$1 million secondary insurance liability policy naming W.C.A.S. for above dates. To be put on fair insurance policy is \$150.00

### **C. Indoor Vendors:**

1. \$35.00 per foot (10 foot increments only - Maximum 20 feet).
2. One (1) 15 amp/120 volt receptacle included
3. Additional Electric is: Each additional 15 amp/120 volt is \$50. Electrical is limited inside.
4. Camping Fee: \$50.00, Water provided, No power (see camping form).
5. Please provide a \$1 million secondary insurance liability policy naming W.C.A.S. for above dates. To be put on fair insurance policy is \$150.00

If you have any questions or concerns, please email me at [brooklynfairconcessions@gmail.com](mailto:brooklynfairconcessions@gmail.com) or call 860-334-8893.

Sincerely,  
Janet Exley  
Concessions Manager  
Phone #: 860-334-8893



## VENDOR APPLICATION & INFORMATION SHEET 2023 Brooklyn Fair

At the Fairgrounds, Brooklyn, CT - August 24, 25, 26 & 27, 2023 - Concessions Manager: Janet Exley  
Phone #: 860-334-8893 - brooklynfairconcessions@gmail.com - PO Box 410, Brooklyn, CT 06234  
Thursday August 24<sup>th</sup> 3pm-11pm • Friday August 25<sup>th</sup> 9am-11pm • Saturday August 26<sup>th</sup> 9am-11pm • Sunday August 27<sup>th</sup> 9am-8pm

Business Name: \_\_\_\_\_  
Owner's Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Town: \_\_\_\_\_  
State & Zip: \_\_\_\_\_  
Phone: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Sales Tax ID #: \_\_\_\_\_  
Product(s) or Service: \_\_\_\_\_

**(additional items may not be sold without Superintendent of Concessions approval)**

**Please circle or complete the answer to any applicable question:**

What type of set up do you have?	Tent	Trailer	Table	
How do you prefer to park your trailer?	Back in	Parallel		Pull Through
Do you require a water hookup?	Yes	No		
How do you connect your electricity?	Plug	Direct wiring		
		(\$60 fee will be charged)		

**Electrical Needs:** (One 100-volt/15 amp standard hookup included, additional 15/110 = \$50)  
Electrical Fees for additional outlets: 110-volt = \$50 + \$4.00/amp; 220-volt = \$50 + \$4.00/amp

# Additional Outlets Needed: \_\_\_\_\_ Volts \_\_\_\_\_ Amps \_\_\_\_\_

### Rental Rates:

Outside Space - \$25 per front foot (ten-foot minimum; five foot increments)

Inside Space - \$35 per front foot (ten-foot minimum; five foot increments)

Food Vendors - outside only - \$700 minimum for 20 feet or less; \$35 per front foot 5 foot increments

**Frontage Feet Required:** \_\_\_\_\_ Inside or Outside?: \_\_\_\_\_ Food Vendor (Y or N)

**ALL PRICES ARE SUBJECT TO CHANGE**



**Insurance:** Please provide an insurance binder in excess of one million dollars in liability with W.C.A.S. on the policy. You have the option of being added to the Fair insurance policy by paying a \$150.00 fee.

**Diagram of rental space:** (Please attach photos of your set-up)

All outside concessions must be under a tent. Brooklyn Fair can provide tents for an additional fee if prior arrangements are made. (Note: Approximately 20'x20' outside space, 10'x10' inside space, an additional fee may be charged for more depth and frontage)



Front

**Please make sure that you have requested enough frontage for your hitch, or stakes and ropes, and all your equipment, if applicable.**

Estimated costs:      Rental Space = Frontage by depth Feet Needed:     x     /ft= \$             
Electrical service surcharge (if applicable)= .....\$             
If requesting to be added to Fair Insurance add \$150.00 .....\$             
Tent rental (if applicable)= .....\$             
TOTAL= .....\$           

Please return this application to: W.C.A.S. Concession Superintendent  
Attn: Janet Exley  
P.O. Box 410  
Brooklyn, CT 06234

**Questions?:** Email: [brooklynfairconcessions@gmail.com](mailto:brooklynfairconcessions@gmail.com) or call 860-334-8893.  
If your application is approved, a concessions rental contract will be prepared and mailed.



## 2023 Tent Rental Pricing

**All tents must be ordered before August 1<sup>st</sup> 2023.**

Check which tent you are interested in and add the price to the contract/application in the space provided.

_____	15'X15' White frame tent	\$300.00
_____	20'X20' White frame tent	\$400.00
_____	10'X20' White frame tent	\$300.00
_____	20'X40' White party tent	\$600.00
_____	30'X50' White party tent	\$830.00
_____	20'X30' White expandable frame tent	\$630.00

**NOTE: 10 X 10 – NO LONGER AVAILABLE**

If you don't see the size you need, please email the concessions office at: [brooklynfairconcessions@gmail.com](mailto:brooklynfairconcessions@gmail.com) or call 860-334-8893.



## 2023 VENDOR CAMPING REGISTRATION FORM

This form must be postmarked no later than August 1st, 2023

Name of Concession: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

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

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

Type of Camper:    \_\_\_ Motor Home                    \_\_\_ 5th Wheel    \_\_\_ Tag-a-long                    \_\_\_ Pop-Up

Length: \_\_\_\_\_ Camper Plate: \_\_\_\_\_

**NOTE: Vehicles will NOT be allowed to park with camper in designated area.**

Please enclose your \$100.00 camping fee which will provide a camping spot during the Brooklyn Fair. **Space is limited and applications are accepted on a first come first serve basis and will NOT BE ACCEPTED AFTER AUGUST 1st.** The fair will provide water **but no power** for your camper. Generators are allowed but must be shut down between 1:00am and 6:00am. Camping is allowed in designated camping areas only. **Campers must arrive the week of the fair between 12:00 noon on Monday and 9:00 pm on Wednesday and cannot be removed until Sunday at 6:00 pm**

**MAIL TO: JANET EXLEY, PO BOX 410, BROOKLYN, CT 06234**

Signature: \_\_\_\_\_

Date entry was sent: \_\_\_\_\_

Comments:

**FOR FAIR OFFICE USE ONLY:**

Vendor's Name \_\_\_\_\_ Date Received \_\_\_\_\_

Camper ID Number: \_\_\_\_\_

Authorized Fair Official's Signature \_\_\_\_\_