

**Vendor Information – Worcester County Fair 2025**



- LOCATION:** John Walter Smith Park  
6022 Public Landing Rd, Snow Hill, MD 21863
- DATES:** Friday August 8<sup>th</sup> – Sunday August 10<sup>th</sup>
- SET UP:** 10:00am – 2:00pm Friday August 8<sup>th</sup>
- STRIKE:** 3:30pm – 6:00pm Sunday August 10<sup>th</sup>
- OPERATION:** FRI 4:00pm-8:00pm, SAT 10:00am–8:00pm, SUN 10:00am–3:30pm
- CUT OFF:** Applications due by 4:30pm Friday, May 30th

In 2024, the Worcester County Fair was reestablished at John Walter Smith Park under the care of the Recreation & Parks Department and in partnership with the Worcester County Fair Board. The Fair’s success last year has been a source of tremendous pride for our Department and the County at large. This year, we anticipate an even stronger showing than the nearly 4,000 attendees that came out last August. Some estimates have suggested a total attendance over all three days at 7,000, weather permitting.

We are looking forward to welcoming a variety of musical artists this year, from Country to Blues and Rock, from R&B and Soul to Worship and even a little Yacht Rock. For the kids, our Fair will host a selection of bounce houses, our FFA/4H Horse Show, our barrel train ride, and some of the old school midway games you didn’t know you missed. Thrill seekers will have a blast with our Zero-Turn Time Trials (03T, for short) and the much-anticipated Catfish Races.

We hope that you will join us this year for more fun and excitement as we bring Worcester County’s finest forward to celebrate the very best place to live, work and grow.

Available Spaces	Description	Pricing
12 x 12 space	Standard pop-up space, 3 days, Artist/Craft/Retail Vendors & Exhibitors	\$100
12 x 12 space	Standard pop-up space, 3 days, Non-Profit Vendors & Exhibitors	Free
12 x 24 space	Double size pop-up space, 3 days, Artist/Craft/Retail Vendors & Exhibitors	\$200
Vehicle or Trailer	Food & Beverage Trucks, 3 days	\$100

*For information on our Sponsorship options, please see the attached flyer which is also available on our website [worcestercountyfair.org](http://worcestercountyfair.org)*

*You may also contact Ryan Nellans at (410) 632-2144 x2509 [RCNellans@co.worcester.md.us](mailto:RCNellans@co.worcester.md.us)*

## **VENDOR & EXHIBITOR SELECTION POLICY**

**Vendors:** Worcester County Recreation & Parks (WCRP) is constantly looking for high quality, compatible vendors. In your application, provide as much information about your product(s) as possible; food vendors must submit a full menu.

When reviewing applications, we consider: Quality, Reliability and Responsibility. How many other exhibitors offer similar products? Is this an exciting product that will attract patrons? Does this support our current event goals?

**Event Theme:** Each event has its own theme and branding. Vendors that fit these criteria may be given preference over others. The specifics will be outlined within the vendor information for each event.

- Harbor Day – maritime & nautical
- County Fair – farm & agriculture
- Health Fair – health & wellness
- Track or Treat – civic & community organizations

**Vendor Mix:** A percentage of space will be set aside for each type of vendor. This may change based on the event and will be outlined within the vendor information for that event.

- Arts & Crafts – handmade, photography, textiles, jewelry, painting, sculpture, clothes, accessories, etc.
- Lifestyle & Resale – Avon, Mary Kay, LulaRoe, etc.
- Nonprofit & Government – Law Enforcement, Libraries, Hospital, Fire Companies, etc.
- Childhood & Education – Activity Centers, Museums, Face Painting, etc.
- Food & Drink – food trucks, snacks, beverages and other consumables
- Special Interest - Suicide Prevention, Relay for Life, Political Causes, etc.

**Available Space:** Each vendor must fit our space requirements, whether inside or outside. While we may find a new vendor offering a product or service we would like to have, if the exhibit will not fit into available space, it cannot be accepted.

*Booth and location assignments will be made at the discretion of Worcester County staff.*

**Look and Feel of Exhibit:** Each applicant must include three (3) current photographs of the stand, trailer, or display (depicting the front, sides, and rear) as part of the application process. WCRP will give priority to unique vendors with attractive and appropriate presentations.

**References:** Each applicant must supply at least two (2) references from other special events that they have participated within the past twelve (12) months. WCRP will check references provided by the applicant. WCRP also reserves the right to investigate the applicant's participation and reputation at other events and venues not identified in the application.

**General Criteria:** The vendor solicitation and selection process are important to us at WCRP. WCRP reserves the right to reject a vendor application and/or terminate the vendor agreement.

WCRP reserves the right to reject or dismiss a vendor if they don't meet county standards. Any vendor, current or future, which has been suspended, expelled from, or otherwise penalized for violation of contract terms or rules at any other fair may be denied space at any Worcester County event.

**Rating Rubric:**

<u>Weighting Factor:</u>	<u>Criterion:</u>
10%	Uniqueness
20%	Qualification/experience at other events based on references
20%	Appearance of physical set-up
50%	Appropriateness of the event applied for

*Each Vendor will be rated for each criterion on a scale of zero to four as described below:*

Unacceptable	0
Poor	1
Fair	2
Good	3
Superior	4

Company Name				Contact		
Address		City	State	Zip		
Email		Phone	Social Media Accounts			
Event						
Which best describes your organization? (select one)						
<input type="radio"/> Maker/ Arts & Crafts	<input type="radio"/> Resale/ Lifestyle	<input type="radio"/> Non-Profit/ Government	<input type="radio"/> Kids & Education	<input type="radio"/> Food & Drink	<input type="radio"/> Special Interest	
Please provide a brief description of your organization						
Food Vendor applicants are required to provide a sample menu of what they intend to provide at the indicated event(s). Is a sample menu included in the application?					Y / N	
Is your organization currently involved, or does it anticipate any involvement in active litigation?					Y / N	
Is your organization currently involved, or does it anticipate any involvement in acquisitions or mergers?					Y / N	
Is your display oversized or does it require multiple spaces?			Y / N	Preferred space/size:		
WCRP will provide vendors/exhibitors with a minimum of one (1) 8ft table and two (2) folding chairs. Would you like to request more? <i>Requests do not guarantee availability. Not available for Worcester County Fair.</i>			Y / N	Tables	Chairs	
Vendors/exhibitors are required to provide three (3) pictures of their display presentation. Are the pictures included in the application?					Y / N	
Reference Name			Organization			
Email		Phone	Event			
Reference Name			Organization			
Email		Phone	Event			
I have provided the above information to the best of my knowledge			Approval			
_____						
Printed name						
_____						
Signature		_____	date			