



Carbon County Fair Board  
PO Box 1414  
Rawlins, WY 82301  
307-328-7811  
fairgrounds@carboncountywy.gov

Dear Outdoor Booth Vendor,

Please find enclosed a copy of the Rules & Regulations, as well as the application form for the 2026 Carbon County Fair held August 1<sup>st</sup>-8<sup>th</sup> 2026. We ask that you review all the materials carefully. These rules are intended to help ensure a smooth and successful week for everyone.

We will again feature two rows of outdoor vendors running east to west to create the Midway. The south side will have electrical plug-ins, while the north side will have access to generator power. Please note we have 14 spaces available, so spaces are assigned as a first come, first-served basis. You will be notified if your application has been accepted. **Please note on the application where your fuel source is in relation to the tongue/front of your food truck.**

Please submit two separate checks with your application:

- One check for the rental fee (10' x 20' space):
  - Outside space with electricity: **\$400**
  - Outside space without electricity: **\$150**
- A second check for the **\$100 deposit**, which will be returned at the close of the fair in accordance with the Rules & Regulations.

Vendor set up will take place **Saturday, August 1<sup>st</sup>, from 8:00 am to 10:00 am only**—no exceptions. You will receive a scheduled time to park your trailer when your application is accepted. Vendor teardown will begin **Saturday, August 8<sup>th</sup> after the Demolition Derby concludes**. Early departure will result in forfeiture of the deposit.

If you have any questions, please call the Fair Office at 307-328-7811. Thank you again for your interest in being in our Midway during the Fair!

Sincerely,

*Micayla Maloney*

Carbon County Fair Board Admin

## **CARBON COUNTY FAIR RULES AND REGULATIONS OUTDOOR VENDORS**

1. Selling and displaying of wares or information will be permitted only in the area rented (one trailer per space). Any extra attractions will require additional space to be rented.
2. A fee of **\$400** (electricity) or **\$150** (without electricity) and a **\$100 refundable deposit** will be required and must accompany application and agreement. Spaces are awarded on a first-come, first-served basis. The fair management will assign spaces, and you will be notified after July 1, 2026, of your assignment.
3. After set up on August 1<sup>st</sup>, **you are not permitted to move your food trailer/truck until after the Demolition Derby is over.** Any participant that removes their exhibits prior to the release time shall lose their deposit.
4. All items must be promptly removed from the fairgrounds at the close of the fair. Items left on fairgrounds will become the property of the Fair Association.
5. **If you are a food vendor, a menu, price list, and a copy of current food license must be submitted with application to be considered.**
6. Night security is provided by the Fair Board and every reasonable care will be taken to protect exhibits. However, the Fair Board assumes no responsibility for injury to any individual or for loss or damage to any property belonging to any firm or individual while said property is being exhibited and/or sold at the Carbon County Fair.
7. Operators are responsible for reporting any sales tax on items sold.
8. Operators will be allowed to unload and load equipment during the set up and take down times. No one will be allowed to move in and out each day.
9. **No parking will be allowed around the buildings or the Midway during the fair.**
10. All operators are required to keep their area in a neat and sanitary condition, and they must help monitor the areas for trash.
11. The management will use every precaution to guard against extortion practiced upon the patrons of the fair. Any extortion practiced by a concessionaire or exhibit book renter will cause forfeiture of all money paid, and the expulsion from the fairgrounds.
12. All rules and regulations written or verbally set by fair management must be followed and failure to comply will result in a refusal of space at all future fairs.
13. You are responsible for your own Wi-Fi, if that is necessary.
14. The south side vendors will face their trailer tongues west; the north side vendors will face their trailer tongues east.
15. No vendor camping will be allowed on the fairgrounds.

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Set Up Time: Saturday, August 1<sup>st</sup> from 8am-10am. No Exceptions!! You will be assigned a time at which you will park. If you are not here at that time, you will lose your space. County Employees will be directing you to your space.

Release Time: Saturday, August 8<sup>th</sup> 30 minutes after the Demolition Derby.

You may be open at any time you wish. We suggest that you reference the fair schedule and be open appropriately for your type of vending (i.e. coffee and breakfast vendors should expect customers at 7am)

# CARBON COUNTY FAIR VENDOR APPLICATION AND AGREEMENT OUTDOOR VENDOR

Please return your completed application no later than July 1, 2026

Current Fair Year: 2026

Name of Business or Person: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

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

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

What are you displaying or selling? \_\_\_\_\_

(Food vendors **MUST** include menu and food license)

Specify Electrical Needs: \_\_\_\_\_

**Trailer Size & Fuel Source Location:** \_\_\_\_\_

Enclosed is:

\$\_\_\_\_\_ for deposit fee to be refunded (\$100)

\$\_\_\_\_\_ for outdoor electricity (\$400)

\$\_\_\_\_\_ for outdoor no electricity (\$150)

I have read and agree to follow the rules and regulations as set by the Carbon County Fair Board.

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

Return application to: Carbon County Fair  
PO Box 1414  
Rawlins, WY 82301  
fairgrounds@carboncountyywy.gov