



2026 Vendor Space Application Information Commercial and/or Food Vendors

Please type or print clearly in ink as you complete this application.
Please remember, this is not an agreement.
Incomplete or illegible applications may forfeit consideration.

Section 1 - Contact Information

Name of Company: _____		
Name of Owner: _____ <small>(Name that should appear on the contract, if selected)</small>		
Name of Manager: _____ <small>(Name of person who will run your booth at the Fair)</small>		
Mailing address: _____		
City: _____	State: _____	Zip: _____
Business Phone: _____	Home Phone: _____	
Cell Phone: _____	Federal/Tax ID Number: _____	
Email address: _____		
My preferred method to receive information from the UP State Fair: Email <input type="checkbox"/> Letter <input type="checkbox"/> Phone <input type="checkbox"/>		

Section 2 - Location and size of booth/space desired (see attached map for locations)

Indoor Space: Ruth Butler Building <input type="checkbox"/>	Miracle of Life Building <input type="checkbox"/>	
No. of 10' x 10' blocks needed: _____		
Outdoor Space: Midway Center <input type="checkbox"/>	Midway Side <input type="checkbox"/>	Agricultural/Commercial <input type="checkbox"/>
Frontage Foot Requirements: _____ Depth of space: _____ (Must include awnings, doors, tent stakes & non-removable hitches.)		

Section 3 - Type of Exhibit

<input type="checkbox"/>	Non-Sales Exhibit: Space used for the purpose of advertisement, promotions or education.
<input type="checkbox"/>	Commercial Exhibit: Space used for the purpose of selling merchandise or services.
<input type="checkbox"/>	Concessions Exhibit: Space used to sell food and/or beverages.

Section 4 - Products and/or services offered

List **ALL** items to be sold, displayed and/or demonstrated and approximate corresponding prices. Gifts, novelties, and craft items must be **specifically and individually** listed. If a product is imported, list the country of origin. If approved, there is no guarantee all items requested/listed below will be approved. If you are providing a service or information, please explain what you will offer. If you need more space, please attach a separate piece of paper.

Section 5 - Additional Information

1. Will you have a supply trailer? Yes No Dimensions (size) of supply trailer: _____

2. Are you including pictures of your booth/stand? Yes No **Please note - Photos are highly recommended.**

3. Vendor Booth Description.

A) Please describe the appearance of your setup (tents, signs, banners, etc.).

B) What experience do you have vending to a large crowd?

C) What makes your vending operations unique?

Section 6 - References

Please provide complete information from two recent events such as Fairs, Hobby/Trade Shows or similar events at which you have sold or demonstrated your product(s) and/or service(s).

Event 1
Name of Event: _____

Name of Contact: _____ Phone number: _____

Event 2
Name of Event: _____

Name of Contact: _____ Phone number: _____



Acknowledgement of Understanding

Please read the following statements carefully and initial in agreement.

_____ I am prepared to meet the insurance and worker's compensation requirements, if accepted.

_____ I understand that applications without a menu, photo, booth schematic, or incomplete applications may not be considered.

_____ I understand that this application does not guarantee space at the Upper Peninsula State Fair and does not act as a contractual agreement. I understand this application is neither a commitment by the applicant, nor an offer by the Upper Peninsula State Fair to rent space. I understand that payment should NOT be sent with the application.

_____ I understand only applicants chosen to participate at the Upper Peninsula State Fair will be contacted. I understand if I want a confirmation that application was received, I need to submit my application via certified mail through the United State Postal Service or equivalent.

_____ I understand the Upper Peninsula State Fair reserves the right to accept or reject any applicant based on incompleteness of application materials, space availability, the uniqueness and quality of products sold, event experience, services offered, the appearance of the booth/stand, and/or references from other fairs or shows at which the applicant has been a vendor.

_____ I have read and understand the Vendor/Concessionaire General Rules & Information. I understand the Vendor/Concessionaire General Rules & Information will be incorporated into each contractual agreement and is binding upon both parties, should I be invited to participate at the Upper Peninsula State Fair.

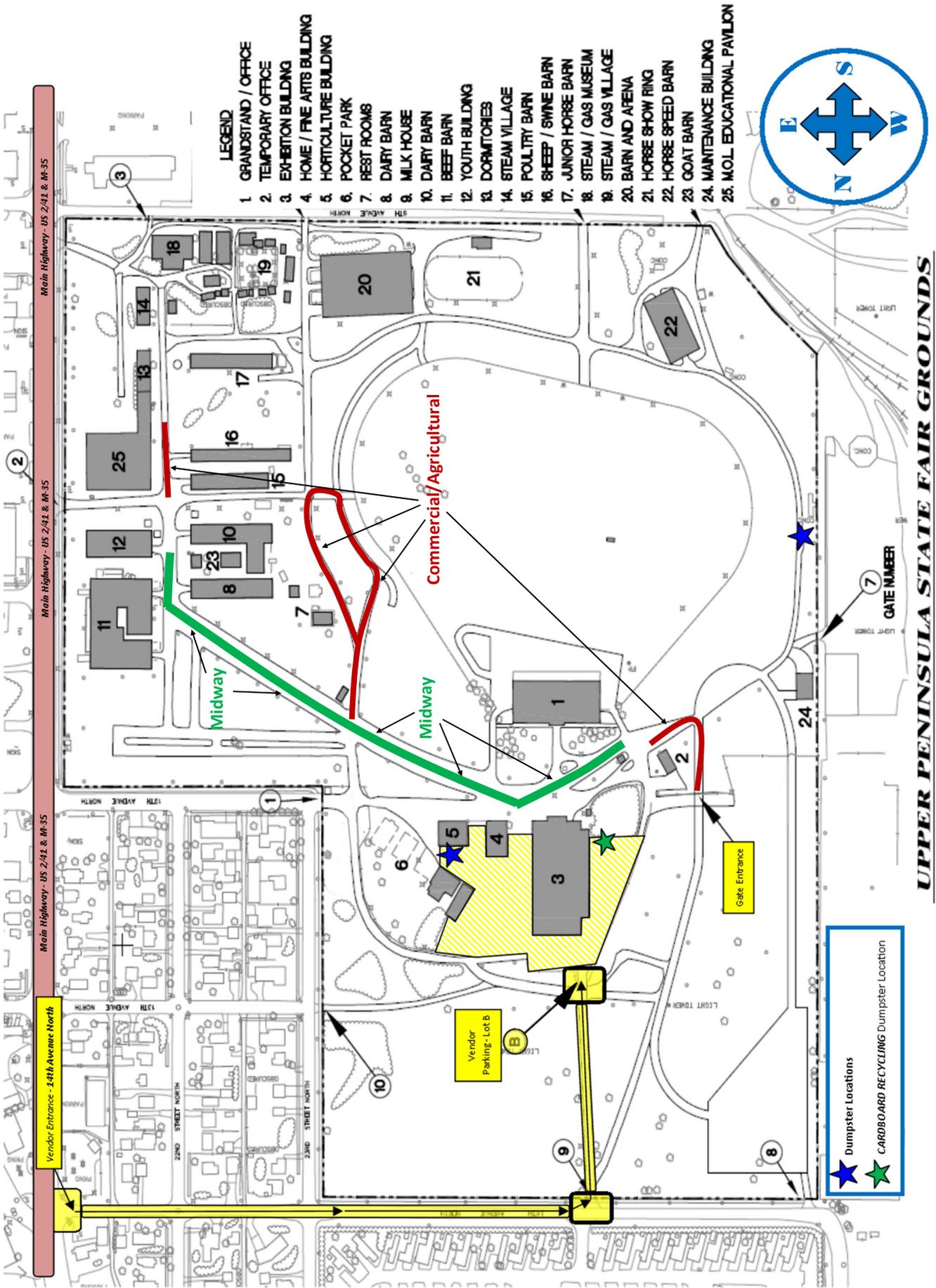
_____ I understand that if accepted as a Vendor/Concessionaire at the Upper Peninsula State Fair, my booth/stand must be open and staffed during the required operating hours for the full fair as listed in the Vendor/Concessionaire General Rules & Information.

_____ I certify the information on this application is complete and true to the best of my knowledge.

Applicant Signature _____ *Date:* _____

Printed Name _____ *Title:* _____

Vendor Name _____





Vendor/Concessionaire *General Rules & Information*

August 17-23, 2026

UPStateFair.net • info@upstatefair.org

1001 N. Lincoln Road • Escanaba, MI 49829 • 906-786-2192

2025 Recap

The 2025 U.P. State Fair wrapped up Sunday, August 17, 2025 after a week of strong attendance and enthusiastic community support. Fairgoers packed the midway, barns, and grandstand, driving record gate revenue and vendor sales. Despite bouts of rain and heat, the fair delivered memorable experiences for families and visitors of all ages, making this one of the most successful in recent history.

Overall, the estimated attendance of 100,500 rose by 0.5% over 2024 marking another year of steady growth for Michigan's only state fair. Skerbeck Entertainment Group, the fair's longtime midway partner, reported record-breaking ride revenues, reflecting the strong turnout and enthusiasm from families across the region.

Grandstand entertainment, presented by the Island Resort and Casino, once again delivered memorable performances, from The Fab Four, Diamond Rio, and the Native American Hip Hop group Snotty Nose Rez Kids to Justin Moore and Pop Evil, while UPW Uprising Wrestling brought high-energy excitement to close out the week.

Agriculture and youth remained at the heart of the fair. The livestock shows, exhibits in the Miracle of Life Pavilion, the U.P. State Fair Royal Court Crowning, and the always-popular livestock and poultry auctions showcased the dedication of young exhibitors and the strength of the region's farming traditions.

"One of the fair's biggest draws continues to be the wide range of entertainment included free with gate admission," said Vickie Micheau, executive director of the Delta County Chamber of Commerce, the managing agency for the U.P. State Fair. "Once they passed through the gates, fairgoers enjoyed nightly grandstand shows, livestock competitions, daily educational exhibits, and unique features like the Martinez Sand Sculptures workshops, the strolling piano, Arestov's Acrobatic Extravaganza, and activities in the Steam and Gas Village and DNR Pocket Park ~ all at no extra charge. This unique value makes the U.P. State Fair a standout among affordable family fun events in Michigan."

"This year's fair was truly one for the record books," said Matt Jensen, the chair of the U.P. State Fair Authority. "Even with some challenging weather, the support from our community, sponsors, vendors, exhibitors, staff, volunteers, and fairgoers made 2025 an unforgettable success."

The fair capped off with a spectacular fireworks display, sponsored by Skerbeck Entertainment Group, on Sunday evening. Planning is already underway for the 2026 U.P. State Fair, promising another week of tradition, agriculture, and entertainment in Escanaba.

Thank you for your overwhelming support of the U.P. State Fair. Please help us keep the tradition alive in 2026 and beyond.



Photos from YOUR fans!

2026 *Fair Preview*

We're sharing a peek at the fun happening throughout fair week so you can get excited right along with us ~ and maybe even find creative ways to join in the spirit at your booth. Whether you're a seasoned fair concessionaire or setting up with us for the very first time, you're an important part of what makes this week unforgettable.

Monday Spotlight: Opening Night & Queen Crowning

The excitement officially begins on Monday at 5:00 PM when the gates swing open for the U.P. State Fair! Our first featured event of the week is the crowning of the Queen Court. Families and friends will gather to cheer them on, making this a heartfelt way to begin the week.

This is a wonderful evening for vendors to shine! Opening night crowds are excited and ready to explore. Whether you're welcoming loyal customers back or introducing yourself for the very first time, your enthusiasm helps set the tone for the entire week. Let's roll out the red carpet together and start fair week in true U.P. style!

Tuesday Spotlight: Taste & Treat Day

Tuesday is all about giving fairgoers a little nibble of what makes your booth special! Vendors are encouraged to offer sample-sized portions at a reduced price ~ it's the perfect way for visitors to try new flavors, fall in love with your offerings, and come back for more. A little taste at a reduced price goes a long way in turning first-time visitors into repeat fans!

This day offers a sensory-friendly experience. With reduced lights and softer sounds throughout the fairgrounds, guests who appreciate a gentler environment can enjoy all the sights, smells, and tastes without feeling overwhelmed. Vendors, this is a fantastic chance to engage with a wider audience, share your creations, and be part of a fair atmosphere that's welcoming to all.

Wednesday Spotlight: Senior Citizens Day

Wednesday is a special day to celebrate our treasured seniors! With reduced admission, more of our "experienced" fairgoers have the chance to enjoy the fair.

Vendors, connecting with our senior guests can leave a lasting impression ~ and maybe even spark stories they'll share for years to come. Make it warm, welcoming, and unforgettable!

Thursday Spotlight: Honoring Heroes & Heritage

Thursday is one of the biggest days of fair week, full of tradition, recognition, and celebration! It's Honored Citizens Day, with a special luncheon welcoming Governor Gretchen Whitmer as the guest of honor. We will also celebrate Native American Day and Veterans Day, with the prestigious U.P. Veteran of the Year Award presented to a truly deserving individual.

Vendors, here's your chance to be part of the festivities! By offering a sample-sized signature item at the luncheon to all our guests, you can spark their curiosity and visit your booth during the rest of fair week. It's a unique opportunity to share your craft, connect with the community, and be part of a day that honors our heroes and heritage.

Friday Spotlight: Wellness & Wind-Down

Friday is all about wellness, relaxation, and rejuvenation and it's also a busy day with more guests than ever, thanks to the Island Resort and Casino drawing fairgoers through the gates. More people mean more eyes on your booth, more opportunities to connect, and plenty of smiling customers ready to explore!

Vendors should plan to take a moment to relax and unwind as the Island's Drift Spa transforms the Activities Tent into a calming oasis of self-care. This is a great chance to catch your breath, soak up the positive energy, and recharge so you'll be ready to engage with the busy crowds and make the most of this busy day at the fair.

Saturday Spotlight: Livestock, Pups & People

Saturday is action-packed and full of excitement for fairgoers of all ages! The Junior Market Livestock Auction returns, giving visitors a chance to celebrate young farmers, see some impressive animals, and cheer on the next generation of U.P. agricultural leaders. Meanwhile, the Dog Show Spectacular brings wagging tails, tricks, and plenty of smiles to the activities tent. Vendors, this is a high-energy day with eager crowds ready to explore, snack, and shop. It's a perfect opportunity to make Saturday a highlight for visitors and for you!

Sunday Spotlight: Scouts, Speed & Sparks

Sunday is a grand finale to fair week! It's Scout Day, a chance to celebrate with local scouts exploring all the fair has to offer. Add in racing excitement and the spectacular fireworks show, and you've got a day that's all about energy and fun.

Vendors, after the Sunday morning vendor meeting, showcase your products one last time. Whether it's a tasty bite, a unique item, or a friendly smile, you'll leave a lasting impression. And don't forget to enjoy the sights and sounds yourself. There's nothing like fireworks lighting up the sky over the fairgrounds to remind everyone why the U.P. State Fair is so special!

Entertainment Preview: Big Fun on the Horizon

While the full lineup of fair week entertainment will be announced in mid-April, you should know that fairgoers will enjoy the return of the strolling piano, a traveling circus featuring the jaw-dropping Globe of Death, a thrilling ATV show in the Grandstand, and live country and rock music to keep the energy high. A whimsical people mover pulled by Bob the Burro will join us this year. These attractions will draw crowds across the fairgrounds, offering more eyes on your booth and more opportunities to connect. Plan ahead, have fun, and get ready to be part of the excitement that Unites our U.P. State Fair Community in Fun!



Vendor Contract Requirements

In order to attract and maintain quality vendors and concessions, it has been the practice of the U.P. State Fair (UPSF) to extend renewal opportunities to the previous year's vendors prior to accepting new applicants. Vendor agreements are subject to renewal only upon approval of the UPSF Management Agent. No exclusivity of any product, service, food, or beverage will be granted to any vendor by the UPSF, the Management Agency, or member of the Authority.

NEW for 2026, to offer a wide variety of goods to our customers and maximize profitability of vendors, contracts will not list a pre-filled previously approved description (Listing of menu, products and services, etc.) Vendors must provide a full listing of all items offered in their space and will receive full or partial approval following return of contract.

Each vendor contract must be submitted annually and approved prior to any vendor space set-up. Any changes to the vendor application and/or final Vendor Agreement (issued by the UPSF) must be submitted in writing to be considered. The vendor will be notified if the change request(s) has been granted.

The UPSF Authority reserves the right to reject or remove a vendor at any time due to unruly behavior or failure to cooperate with the UPSF Management Agent, or for any other reason the Authority determines in its discretion to be inappropriate. The UPSF Board's decision is final.

Vendor Communications

Vendor Coordinator

To ensure each vendor has a positive experience at the UPSF, Vendor Coordinators will work closely with the UPSF Management Team and be available for the entire UPSF planning process, vendor selection process, vendor set-up times, and weeklong fair. Contact information for the Vendor Coordinators will be shared with each vendor upon arrival to the UPSF.

The coordinators are responsible for working with each vendor to ensure they understand and comply with the requirements of the Vendor Agreement and this entire document. Vendors onsite during the UPSF should contact their Vendor Coordinator directly for any questions related to the vendor space or needs.

Vendor Packet

Vendor packets will be prepared for all approved UPSF vendors, upon receipt of all necessary paperwork, paid account balances, and agreed upon vendor terms. These packets will include important vendor information, vendor parking permits, fair passes, vendor space location and requirements, the UPSF daily schedule of events, and contact information for the Vendor Coordinators.

Vendor packets will be available in the UPSF office (located in the Grandstand) between 10am-4pm starting the Wednesday prior to the opening day of the UPSF.

Website and Social Media

A website for the UPSF is available with a variety of information on the UPSF www.upstatefair.net

In addition, each vendor is encouraged to join the private “UP State Fair Vendors/Concessionaires” Facebook page for access to announcements and information specifically for UPSF vendors. <https://www.facebook.com/groups/947182607092734>

Vendor Space

Two types of vendor spaces are available at the UPSF – indoor and outdoor. All of which are shown on the UPSF vendor maps. Each vendor is responsible for complete set-up and tear-down of their vendor space along with supplying all necessary items such as tents, tables, chairs, table dressings, electrical extension cords, etc.

All vendor items, such as tent stakes, trailer hitches, awnings, service windows, display cases/tables, etc. must remain inside the vendor space dimensions approved per the Vendor Agreement.

Indoor Vendor Spaces

- Located in the Ruth Butler Building (RBB) and Miracle of Life (MOL) Building
- Each space is 10’x10’
- Cost is \$600 per 10x10 space
- Includes one 110v electrical outlet
- Vendor only internet access (username and password provided upon arrival)

Outdoor Vendor Spaces

- Located on the Midway, in front of the RBB and Grandstand, and on Agricultural Road (also referred to as Commercial Road)
- Each space size varies based on the agreed upon total size indicated in the final Vendor Agreement
- Cost is dependent on location:
 - Midway Center - \$60 per frontage foot (space is open on both sides of space)
 - Midway Side - \$55 per frontage foot (space is open on one side only)
 - Agricultural Road - \$40 per frontage foot (space is open on one side only)
- Summary of Costs:
 - Included: One 40 or 50 amp service + water hookup (based on vendor request and availability)
 - Additional: \$70 per 110v 20amp service
 - Additional: \$140 per 208v 30/50 amp service (for supply trucks/trailers)
- Exact footage requested by the vendor will be accommodated where possible – changes made by the vendor or incorrect footage initially requested may result in the vendor being moved or space forfeited
- Vendor only internet access (username and password provided upon arrival)

Any space or service utilized by the vendor that is not included in the Vendor Agreement will require additional payment by the vendor upon discovery and/or may result in immediate termination of the Vendor Agreement and removal from the UPSF.

Vendor Space Set-up, Presentation, Cleanliness, and Maintenance

Each vendor space is the responsibility of the vendor and must be showcased in a way that it represents the UPSF in a tasteful and professional manner.

The following requirements apply to all vendor space items, including but not limited to tables, chairs, tents, display cases, servicing counters, awnings, trailers, supplies, inventory, merchandise, etc.

- Must be in proper working condition and safe for public use, any defects must be corrected or removed immediately upon discovery
- Must be clean and sanitized often (especially where food handling occurs)
- Compliance with all applicable health and safety requirements (see Health and Safety Requirements section)
- Tables used for display or merchandise must be covered and draped or finished on all sides exposed to the public (this bullet does not apply to tables designated for customer food consumption)
- Servicing counters must be free of items that can be blown off or cause litter (could be due to windy conditions, public carelessness, etc.)
- Inventories of supplies, merchandise, and/or goods must be stored in a neat and organized manner, out of sight of patrons
- Vendor space maintenance should be done outside of designated vending times whenever possible to ensure a pleasant experience for customers, unless there is a health or safety concern that warrants immediate attention, or has a direct impact on vendor sales
- UPSF provided garbage receptacles will be strategically placed and shall not be relocated without approval from Vendor Manager
- Vendor owned garbage, rubbish, bulk trash, and packing materials from the vendor space must be placed in the designated vendor dumpsters (which also must remain covered) as often as necessary
- No gummed, adhesive-backed, nailed, or stapled signage (including labels, stickers, etc.) are permitted to be attached to any property of the UPSF
- **The use of hand-written or felt marker signage is not permitted for use during the UPSF – printed signage is available for a fee by contacting the UPSF office by July 1.**

Vendor Supply Trailers, Restocking, and Transportation

- Each vendor must always comply with the Vendor Parking Permit and Fair Pass requirements
- Vendor space stocking and/or restocking shall only take place during designated time periods (Between Midnight and 8am for outdoor vendors and 9:30-10:30am for indoor vendors), anyone needing additional access to their vendor space must contact the Vendor Coordinator
- No vehicles are allowed on the Midway between the hours of 8am-12 midnight, including golf carts, ATVs, etc. unless special permission has been granted by UPSF management
- In approved vendor spaces only, the vendor may park their vehicle (with valid vendor parking permit) behind their vendor space during the day – this must be requested and approved in writing by the Vendor Coordinator prior to use, and will be rescinded if abused
- Vendor vehicles shall enter and exit only through designated gates
- No unauthorized vehicles will be allowed within the UPSF vendor areas at any time
- Each stock trailer must be registered on the vendor application and approved, prior to being granted a stock trailer parking permit (cost is \$50 per permit)

- Stock trailers must be parked in designated vendor parking lots or placed on the concession location if space allows, subject to approval by the Vendor Coordinator
- Any trailer parked in an unauthorized location will be removed at the owner's expense
- Camping is not permitted in a stock trailer under any circumstances

Vendor Deliveries

- Ice will be purchased only through the approved UPSF vendor located on the grounds, all outstanding invoices for ice must be paid prior to the closing of the fair for the vendor to remain in good standing
- Ice deliveries are scheduled twice daily, and available upon request by calling the ice delivery service (contact information will be in your vendor packet upon arrival)
- UPS, FedEx, and/or other commercial freight carriers will be permitted to deliver packages to the UPSF grounds and should be addressed to the following: Contact Name, Company Name, Contact Phone Number, Upper Peninsula State Fair, 2401 12th Avenue North, Escanaba, MI 49829
- All UPS, FedEx, and/or other commercial freight deliveries will be available for pickup by the vendors in the Grandstand concourse.
- The UPSF is not responsible for any goods delivered under any circumstances. Tracking and Monitoring deliveries is solely the responsibility of the vendor

Vendor Space Teardown/Early Teardown Deposit

- Early teardown will not be permitted under any circumstances, vendors are required to remain open during the stated vendor hours
- All vendor property must be removed from the vendor space and either properly disposed of or removed from the UPSF grounds by 5pm EST on the first Tuesday following the completion of the UPSF events, all vendor property not removed by the vendor will be disposed of by the UPSF staff at the cost of the vendor
- All refuse/garbage must be removed from the vendor space and placed in appropriate trash dumpster
- The vendor space must be returned to original state by 5pm EST on the first Tuesday following the completion of the UPSF events, this includes all electrical and/or water connections, etc. - any discrepancies must be reported to the UPSF staff immediately upon discovery. If damage occurs to electrical and/or water connections and is deemed to be the fault of a vendor, charges for repair will be levied.

Vendor agrees to provide a \$500.00 Early Teardown/Departure Compliance Deposit at the time of contract execution. This deposit should be submitted as a separate check which will be held to ensure compliance with the fairs operating schedule and is separate from booth rental fees.

Vendor further agrees to maintain its exhibit space fully staffed, operational, and intact during all published Fair hours through the official closing time on the final day of the U.P. State Fair.

In the event the Vendor dismantles, vacates, or begins tear-down of its booth or exhibit space prior to the prescribed closing time as stated in this Agreement, the \$500.00 deposit shall be forfeited in full and any invitation to return, rescinded.

If Vendor remains in compliance with all operational hour requirements and completes tear-down only during the designated dismantling period, the \$500.00 deposit will be returned.

Health & Safety Requirements

The health and safety of the UPSF staff, vendors, entertainment, and customers must be a priority for the UPSF to be successful. Therefore, an emergency management team is in place and meets often. Actions will be taken for any hazard or risk identified by this team. At times these changes may create minor inconveniences for the individuals listed above. It is never the intention of the emergency management team to create inconveniences, but at times it may be the result.

When possible, those concerns, and subsequent actions will be communicated to each of you. There may be times when such details cannot be shared broadly, but rest assured that this team's sole responsibility to ensure everyone has a healthy and safe experience at the UPSF. A contracted security team will be present throughout the UPSF event. This team will act as the incident commander for any emergency response activities and will work directly with local law enforcement. In addition, the contracted security team will be the first point of contact for any security concerns, including but not limited to, theft, vandalism, property damage, fire, injury, etc.

Security contact information will be shared with each UPSF vendor upon arrival at the UPSF. If a security concern does arise, vendors should contact security immediately upon discovery, utilizing the contact information listed in the vendor packet. The UPSF assumes no liability for loss or damage to any property of the staff, vendors, entertainment, customers, or public.

In any case where public safety has been contacted by a vendor (or by a fairgoer in relationship with the vendor's goods or services provided at the UPSF), or 911 emergency services have been called, it is the responsibility of the vendor to immediately notify the UPSF Contracted Security Firm, to ensure they are also aware of the situation and that an incident report can be filed. This requirement is applicable for all medical emergencies, public complaints, accusations of theft, drug use, disturbance, altercations, concerns related to one's safety, etc. (this is not an all-inclusive list). Under no circumstances should the UPSF Management Agent learn about a situation via social media, a local news broadcast, community rumors, a local law enforcement investigation, or from a UPSF customer.

Below are several health and safety requirements that each vendor must comply with.

Emergency exits

- All pedestrian emergency exits (often located within a building) must be clearly identified and kept clear at all times, this includes during set-up and teardown of vendor spaces
- All vehicle emergency exits must be clearly identified and kept clear at all times, vehicles cannot be temporarily parked in these areas
- Any emergency path or route that is clearly identified as such, must remain clear
- Any vehicle parked (including temporary) in an emergency exit or route may be towed immediately without warning

Food Safety

- Any food preparation and/or sales (whether fresh, prepackaged, or otherwise) must comply with all local and state health standards, including personal hygiene requirements

Electrical

- A ground fault circuit interrupter (GFCI) must be used with each extension cord, to prevent electrocutions, electric shocks, burns, and electrical fires from occurring
- Extension cords must be inspected prior to each use and daily at a minimum for any continuous use cords (for refrigerated units for example)
- It is your responsibility to be aware of overhead electrical lines and ensure contact will not be made with any line at any time (most lines are 13'6" high) – if contact with overhead electrical lines is a concern within your space, please contact the UPSF Operations Manager immediately
- The UPSF does not assume responsibility for electrical failures.

Fire Prevention & Response

- A minimum of one fire extinguisher is required in each vendor space with one or more of the following criteria present: all outdoor vendor spaces, any vendor space utilizing electricity, or any vendor creating a heat source (such as an open flame, utilization of a hot plate, the melting or burning of candles, use of a portable heater, etc.) – additional fire extinguishers may be required based on hazards present, fire extinguishers must be operational and current (not expired) and available for inspection upon request

Digging

- Soil disruption should be limited to business-critical activities only
- Prior to beginning any digging, ground penetration, or excavation activities, the UPSF Operations Manager must be contacted, and permission must be obtained
- Upon approval by the UPSF Operations Manager, the vendor is responsible for contacting Miss Dig, the cost of any work associated with digging, etc.
- It is the responsibility of the vendor to prevent any disturbance to buried lines (for example: water, electrical, etc.)
- Any unauthorized digging, ground-penetrating, or excavation activities by a vendor may result in termination of the vendor contract
- Any damage caused by a vendor associated with digging, ground penetration, or excavation activities will be the sole responsibility of the vendor, resulting in the vendor being financially responsible for any repairs or costs incurred by the UPSF

Chemical Safety

- Any hazardous chemical products brought onsite by a vendor, are the sole responsibility of the vendor and must be properly stored, used, labeled, and disposed of by the vendor, at the vendor's expense
- Under no circumstances will the vendor dispose of or leave behind any hazardous chemical products, containers, or contaminants

Pedestrian Walkways

- Each vendor must ensure that all trip hazards (examples include: cords, rugs, frayed edges, ropes, stakes, hoses, etc.) are taped down and/or covered to eliminate the possibility of a fall
- Any items that cannot be covered due to size or location must be clearly marked as to warn a passerby of the trip hazard
- This requirement applies to your vendor space and any items utilized by you or your staff, regardless of proximity to your vendor space (examples include: power cords connected to your camper, supply hoses running from your food truck to the nearby water spigot, cords connected to your supply trailer parked outdoors, ropes utilized to stake your tent, etc.)

Traffic Safety

- It is the responsibility of the vendor to ensure all staff are following required traffic routes, speed limits, parking requirements, etc.
- If a vendor or staff member is observed violating a traffic safety rule, improper use of a motor vehicle (such as horseplay, speeding, driving in an unauthorized area, etc.), there will be immediate loss of privileges for the individual
- Based on the severity of the incident or if multiple offenses are observed, the vendor contract will be subject to termination

Animals

- Animals are not permitted within your vendor space, unless special permission has been granted by the UPSF Management Agent

Fair Pass

Each vendor staff member must have a valid fair pass. Two vendor weekly fair passes will be issued with each vendor space, included in the Vendor Privilege Fee. Any additional fair passes needed for vendor staff members shall be purchased by the vendor. Fair passes will be offered at a discounted rate, if purchased prior to June 5, 2026. Please see below for cost of fair passes.

When purchased prior to June 5, 2026:

- Weekly fair pass (hard badge, wristband, or paper option) - \$35
- Daily fair pass (paper) - \$5

When purchased after June 5, 2026:

- Weekly fair pass (hard badge; must be ordered by August 1, wristband, or paper) - \$45
- Daily fair pass (paper) - \$10

Each vendor staff member must show a valid fair pass when entering the UPSF. Any staff member who is not in possession of a valid fair pass will not be granted entrance into the UPSF.

Audits will be performed randomly to ensure all vendor staff in vendor spaces are in possession of a valid fair pass. Each vendor staff member should be in possession of a valid fair pass (at a rate of one pass per person) when working to minimize any interruptions. Any vendor staff member without a valid fair pass will be expected to purchase a valid fair pass or be asked to leave the UPSF immediately.

Vendor Parking Permits

The UPSF offers free, general admission parking to all fair goers, vendors and staff workers, located outside of the gated areas. The general admission parking is organized by the Knights of Columbus for free will donation.

In addition, each vendor will be issued one fair vendor parking permit per vendor space. The designated vendor parking area will vary based on the location of the vendor space and will be communicated to the vendor once their vendor contract is approved and confirmed. For example, vendor spaces in the Ruth Butler Building will be located outside of Gate B. The vendor parking permit must be visible (when the vehicle is parked in a designated vendor parking area).

Please note the following regarding parking and gate access for vendors located in or around the Ruth Butler (RB) Building:

- Designated Parking will be available near Gate B, conveniently located near the RB Building.
- Gate B Vehicle Access will be open daily from 8:00 AM to 10:00 AM strictly for loading and unloading.
- No vehicle entry or exit will be permitted inside the gates between 10:00 AM and 10:00 PM.
- Vehicles parked inside Gate B must remain in place until after 10:00 PM.
- Vendor Pedestrian access will be available through Gate B the entire time.

Any vendor staff member must show a valid vendor parking permit when entering the designated vendor parking area. Any staff member, not in possession of a valid vendor parking permit will not be granted access to the designated vendor parking.

Audits of designated vendor parking areas will be completed multiple times per day. Any illegally parked vehicle will be announced over the UPSF public address system. The owner of the vehicle will be expected to produce and apply the vendor parking permit to the vehicle's rearview mirror or move the vehicle to the general admission parking lot. If the parking violation is not corrected shortly after the announcement is made, the vehicle will be towed at the owner's expense, and the vendor will forfeit future use of the designated vendor parking areas.

Vendor Accommodation Request for Golf Cart/ATV Vehicle Use

Thank you for your understanding as we worked to implement new emergency preparedness policies at the 2025 UPSF. While we understand that changes to parking and vehicle access on the grounds can seem inconvenient, they are imperative for safety. While every effort should be made to restock during approved times, to aid in vendor operations while still maintaining the safety of fairgoers, vendors can request in writing, accommodation for golf cart/atv vehicle use within the grounds.

Golf carts/ATV vehicles are not allowed for recreational use. Any golf cart/ATV vehicle on the fairgrounds, shall require an approved permit.

Request should state the reason a cart is needed, when it is needed, and in what ways the cart will be used.

The Upper Peninsula State Fair Management Team will approve or deny all requests, on a case-by-case basis when an appropriate use is established. Management will develop the approved route and schedule for use. If approval is granted, a permit will be included in your vendor packet.

The following will apply to all permits;

1. Golf cart/ATV vehicles will only be used on the approved route and during approved times. A map will be given to each permit holder showing the approved route to be used.
2. Drivers must be 16 years old or older with a valid driver's license
3. Permit must be displayed on vehicle and be visible.
4. Permits carry a fee of \$50
5. Any violation of these guidelines may result in revoking of permit and towing and impound fees.

Camping

UPSF campsites are available on a first-come basis. Camping applications are mailed separate from UPSF vendor applications, to anyone who camped onsite the previous year. If you did not reserve a campsite the previous year, applications are available at UPStatefair.net and must be received by July 1.

Please note the following:

- Camping reservations are made separately from vendor application processing
- Camping fees do not include admission to the UPSF – individual UPSF passes are required for each person in the camping area
- Camping is not permitted within the vendor space/unit, designated vendor parking lot, or general admission parking lot

Violators will be charged the full weekly camping fee and will be expected to move immediately. If camping sites are not available onsite, camper(s) will be expected to relocate off the UPSF grounds.

Employment Services

On occasion, individuals seeking employment contact the UPSF staff. If you are interested in having your contact information shared with these individuals, please send an email request, along with your contact information to info@deltami.org or call 906-786-2192.

Advertising Opportunities and Promotions

The Premium Book is an annual publication which serves as a guide to exhibitor's classes and awards. A special section will be dedicated to vendors. Any vendor interested in purchasing advertising in this book to promote a product, promotion, or discount coupon, should contact the Daily Press directly at 906-786-2021.

Radio Results Network is the sponsor of our UP State Fair Media Center during fair week. Thanks to this partnership, additional advertising opportunities specifically for UPSF vendor are available (examples include: 50 free commercials with the purchase of 50). Any vendor interested in purchasing advertising to promote a product, promotion, or discount coupon, should contact Radio Results Network directly at 906-789-9700.

Each UPSF vendor is encouraged to participate in the Chewsdays Tuesday promotion held on Tuesday during fair week. Please consider offering sample sized food, treats, products, and/or services at a reduced or discounted price (from the full size price) on Tuesday, from 11a.m. to 4 p.m. This promotion creates an opportunity for families to share in a cost-effective experience at the UPSF and encourages all fairgoers to sample a larger variety of fair offerings.

Additional advertising opportunities via Facebook Live and PA announcements are being developed and will be communicated prior to fair week.

Insurance Information

Each vendor will be required to have a current certificate of liability insurance on file with the UP State Fair Authority. The following requirements must be met prior to the vendor assembling their space at the UPSF:

- Public liability insurance of \$1,000,000.
- Must be secured from companies qualified and authorized to do business in Michigan. You may secure the required insurance from any company as long as the insurance requirements are met.
- Include as additional insured - "Upper Peninsula State Fair Authority and its Management Agent".
- Copy (proof) of insurance must be provided to the Upper Peninsula State Fair prior to the start of the UPSF event.

Hours of Service

All vendors must be on site, set up and open for operation at the opening of the UPSF and remain open during all operating hours. Any vendor arriving to the UPSF grounds earlier or later than the contracted time, must seek prior approval from the UPSF Management Agent. Additional charges may apply for any early or late arrivals.

Required vendor arrival date: Monday, August 17, 2026

Required vendor hours of operation*:

Monday, August 17, 5:00pm – 10:30pm

Tuesday-Saturday, August 18-22, 10:30am – 10:30pm

Sunday, August 23, 10:30am – 9:00pm Outside Vendors

10:30am-7:00pm for Inside Vendors

Vendors spaces must be staffed and remain open until the time indicated above, but hours may be extended by opening earlier or staying open later if the traffic warrants. Any space that is not intact and open for business or does not have an attendant at the space during the hours of operation specified by the UPSF contract, during all days of the UPSF shall forfeit all rights to that space.

All vendors must end operation by 12:00AM daily, when the grounds close. All vendors must be out of the Ruth Butler Building by 11:00PM daily so the building can be properly locked down and secured. Vendors may enter the Ruth Butler building at 9:30AM daily to do any setup/restock.

Indemnification

Vendors shall waive all claims against the UPSF, the Management Agent, or UP State Fair Authority for liability arising out of any damage done to their concession, exhibit, products, or property from any cause. The risk of loss occasioned by all of the operations, installations, acts, errors and omissions of the lessee/vendor or the employees and agents of the lessee/vendor on the Fairgrounds shall be that of the lessee/vendor, not the UPSF. The lessee/vendor shall not seek contributions, damages, or indemnification from the UPSF for any loss so occasioned.

**We can't wait to see you
at this year's fair!**



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