

2025 JACKSON COUNTY FAIR
October 19 – October 26, 2025
CONTRACT FOR INSIDE AND OUTSIDE VENDOR SPACE
COMMERCIAL BOOTHS

**** Please check in before setting up booth ****

Civic Center
INSIDE BOOTH_____

Food Trucks
OUTSIDE BOOTH_____

CHURCH BOOTH_____

For questions and additional information regarding Commercial Booths at the Jackson County Blue Ribbon Fair, October 19-26, 2025, contact Debbie Hodges, (228) 218-2774. Email address is: Fairgrounds@co.jackson.ms.us.

1. **Inside Commercial Booths** for the 2025 Jackson County Blue Ribbon Fair will be \$200.00 for a 10'X 8' space. Contract and payment are due by October 1, 2025.
2. **Outside Rental fees for Commercial Booths** at the 2025 Jackson County Blue Ribbon Fair in Food Truck Alley will be \$40.00 a linear foot. Outside booths will be limited to 30 feet due to available space. Contract and payment are due by October 1, 2025. ****New for 2025 – All booths must abide by Fire Code (see attached) ****
3. **The Church Booths** are the property of Jackson County, MS and are rented to churches within Jackson County, MS for \$750.00 per week with a \$1,000.00 cleaning/damage deposit. To be placed on the waiting list, please submit a written request to the Civic Center Office or email to: Fairgrounds@co.jackson.ms.us. In the event of cancellation, Churches on the waiting list will be contacted in order of received requests to fill the spaces for the Fair.
4. No refunds for cancellations after October 1, 2025.
5. No soliciting inside or outside the Civic Center. All business must be conducted within the confines of your booth.
6. Social Media posts and advertising are welcomed and encouraged. "Check In" to the Jackson County MS Fairgrounds page on Facebook. Hashtag your posts to be included on the Fairgrounds' pages: #jcbleribbonfair2025
7. **Commercial Booth Operators** will be allowed to display and sell merchandise and offer some services, such as drawings or sketches. Some goods and services will not be allowed, such as sales of offensive, suggestive, vulgar items or items related to hate speech or racism. Services such as pet grooming, hair cutting, tattoos or merchandise such as coffins are not allowed. Knives for sale with blades over 3 ½" will not be allowed. No sales of live animals or alcoholic drinks are allowed. Only goods and services considered traditional parts of county or state fairs will be offered in commercial booths. Drawings may be held for giveaways. The Fair Association reserves the right to regulate goods and services sold by vendors.
8. Booths which feature speakers or music must not be loud enough to create or become a nuisance to other booths in their area. Operators shall use tact and diplomacy and not use their booths as a means of attacking the beliefs and ideals of others. Music must contain only words that are acceptable for audiences which include children. The Fair Association will regulate the volume and content of music.

9. No subletting of Commercial Booths is allowed. Only items in your contract can be sold during the designated times.
10. All garbage should be removed from your space at the end of each night and placed in large trash receptacles.
11. **Outside vendors** will be responsible for using a portable drain water tank. All grease must be placed in the provided grease barrels. ****New for 2025 – All booths must abide by Fire Code (see attached) ****
12. **Inside Vendors** should have a representative in the exhibitor’s booth during Fair hours.
13. The Fair Association and Fairgrounds Director reserves the right to reject any application for a commercial booth. The foregoing rules are for the specific protection and enjoyment of the general viewing public and are not to be construed as prejudice or favoritism for any person or group, regardless of race, creed, color, or religious affiliation. The Fair Association and Fairgrounds Director reserves the right to cease operation without notice of any vendor or booth in violation of the rules and regulations set forth in this contract.

** Valid contracts are signed by The Fair Board with the Amusement Company, which operates the midway, thus prohibiting sales of certain items or services (see page 3, “Exclusive to...”) **

Inside Booths (Civic Center)

_____ **INITIAL HERE:** In 2025, vendors have three days for setup and one day for take down. The setup will be Friday, October 17 and Saturday, October 18, 8:00 a.m. - 4:00 p.m.; and Sunday, October 19 from 8:00 a.m. - 3:00 p.m. Removal time will be Sunday, October 20, from 8:00 a.m. until 3:00 p.m. All commercial booths must stay in place until 9:00 p.m. Saturday, October 25. You cannot close your booth down early or remove items from the Civic Center until Sunday, October 26 (the last day of the Fair). Booths are required to be open and staffed from 9:00a.m. – 8:00p.m. Monday, October 20 through Saturday, October 25.

_____ **INITIAL HERE** if you need a power outlet at your Indoor Vendor Booth. Spaces are limited.

Outside Booths (Food Truck Alley):

_____ **INITIAL HERE:** In 2025, vendors will be given a one-hour appointment to arrive and set up food trailer/food booths. Spaces are determined ahead of time and assigned based on footage & power needs. A specific space may be requested, but the space requested is **not guaranteed** due to the power and footage of the Commercial Booths in that area. Booths will be limited to 30 feet maximum. Booths are required to be open and staffed Sunday, October 19 through Sunday, October 26. Breakdown for food trailer/booths will be Monday, October 27, 2025. Proof of County Health Department permit required. **No portable generators will be allowed.** If tents are used, they must be a commercial-grade frame tent with steel frame tubings, pins, base plates and fittings. All tents must be adequately secured for safety. ****All outside vendors must adhere to the Fire Code (see attached).**

Outside Booths (Church Booths):

INITIAL HERE: In 2025, keys may be picked up from the Civic Center Office, October 10. At the time of key pick-up, the cleaning/damage deposit in the amount of \$1,000.00 must be provided. This deposit is refundable when the Booth is clean, damage-free, and the keys are returned to the Civic Center office following the Fair. Deposits are retained for damage to equipment/booth, failure to clean, or failure to return the keys following the Fair. **Any moving of equipment within the booths is not allowed. All equipment/fixtures must stay in place. Contact Fairgrounds Director and/or Maintenance if there are issues with equipment.**

Food Items

Food Vendors on the Fairgrounds property must conform to the rules set by the Fair Board. There are four general groups that serve food and/or beverages at the Jackson County Fair. These groups consist of Civic Center Independent (Inside) Vendors, the Food Truck (Outside) Vendors, the Carnival Vendors, and the Food (Church) Booths.

Soft drinks, lemonade, tea, coffee, and water are sold by all groups. The Fair Association selects the soft drink brand for the Fair. All Food (Church) booths, Food Truck (Outside) vendors, and Civic Center (Inside) vendors must use the brand selected by the Fair Association. **Vendor food items have some limitations.**

- **Exclusive to Carnival Vendors at the Fair:** cotton candy, candied apples, fried oreos, Polish & Italian sausage, funnel cakes and corn dogs.
- **Exclusive to Food (Church) Booth vendors at the Fair:** Gumbo

The prices for common food items that are sold by the Food (Church) Booths are approved by the Fair Association. Certain items have a minimum price. You may price your item above the established price, but you cannot sell below this price. The minimum prices are enforced by the Fair Association.

County Health Department Regulations Outside Vendors

All Outside Vendor booths, Food (Church) booths, and Food Trucks must be permitted by the County Health Department. The permit must be posted in plain view inside the booth. This means applying for a permit and passing an inspection by County Health Department officials **before** the day of Fair set-up. **Contact the Jackson County Health Department for a list of guidelines and regulations.** Vendors **MUST** be present on Monday morning when the Health Department comes for inspections.

Parking

_____ **INITIAL HERE:** Parking is allowed in the designated public lots only during the Fair. **Fire lanes must be kept clear.** Food truck alley & commercial booths in Civic Center may only load and unload between the hours of 7:00 a.m. and 10:00 a.m. Any vehicles in an unauthorized area after 10:00 a.m. will be subject to being towed at the owner's expense. Church booth assigned spaces (behind the Church Food Booths) are assigned by the Fair Association. Booths are only allowed to park in their designated spots. The alley behind the Food Booths is for active loading/unloading only. **For safety reasons, no parking is permitted in the alley. Vehicles must be moved immediately after loading/unloading. Vehicles are subject to being towed if parked and not moved.** * Food Truck (outside vendors) will have marked loading/unloading spaces (30-minute) behind the Fair Hall.

Security

Security is provided utilizing the Sheriff's Dept/Police Departments from within the County. However, the Fair Board members, Fair Association members, Jackson County Board of Supervisors, or Jackson County employees will not be responsible for any items lost, stolen or damaged during the Jackson County Blue Ribbon Fair. In case of emergency, call 911.

Taxes

_____ **INITIAL HERE:** Mississippi State Sales Tax rate is 7% and Pascagoula Prepared Food Tax rate is 2%. Tax forms and envelopes will be delivered to vendors by Thursday, October 23, 2025. Vendors are encouraged to turn in taxes to the Fair Association Civic Center member or the Civic Center office on the last day of the Fair. **All** taxes must be turned into the Jackson County Finance Department by October 31, 2025. Failing to turn in sales taxes may result in your ability to return to the Jackson County Blue Ribbon Fair in the future. **If you have any questions, contact the Finance Department in Jackson County, MS at 228-769-3032.**

Booth Payments

To pay for your booth, please contact the Civic Center office at 228-762-6043 Ext. 6 or visit the Civic Center lobby Monday – Friday 8:00 a.m.-3:00 p.m.

Payments can be mailed to:

Jackson County Fairgrounds
P.O. Box 998
Pascagoula MS 39568-0998

PLEASE FILL THIS PAGE OUT COMPLETELY AND RETURN WITH PAYMENT TO: Jackson County Civic Center office, Jackson County Fair, P.O. Box 998, Pascagoula, MS. 39568-0998

INSIDE VENDOR (Civic Center)

DATE _____

ITEMS TO BE SOLD _____

I _____ have read and fully understand the conditions for rental of a commercial booth at the 2025 Jackson County Blue Ribbon Fair and agree to abide by these rules and regulations. I also understand and agree that any violations of these rules constitute a breach of this agreement rendering my lease being terminated.

NAME OF BOOTH (FOR SIGN) _____

NAME _____

FULL ADDRESS _____

EMAIL _____

CELL PHONE _____

CONTACT PERSON _____

WILL YOU NEED ELECTRICITY FOR YOUR BOOTH? _____ Yes _____ No

SIGNATURE _____ DATE _____

Date paid: _____ Cash
_____ Check # _____
_____ Money Order
_____ Credit Card

PLEASE FILL OUT THIS PAGE COMPLETELY AND RETURN WITH PAYMENT, PICTURE OF COMPLETE SET-UP, AND COPY OF HEALTH DEPT. PERMIT TO: Jackson County Civic Center office, Jackson County Fair, P.O. Box 998 Pascagoula, MS 39568-0998

OUTSIDE VENDOR (Food Trucks)

DATE _____

ITEMS TO BE SOLD _____

I, _____, have read and fully understand the conditions for rental of a commercial booth at the 2025 Jackson County Blue Ribbon Fair and agree to abide by these rules and regulations. I also understand and agree that any violations of these rules constitute a breach of this agreement rendering my lease being terminated. ****All booths will be required to follow the 2018 International Fire Code (see attached).**

NAME OF BUSINESS _____

ADDRESS _____

CELL PHONE _____ EMAIL _____

CONTACT PERSON _____

ITEMS TO BE SOLD _____

How long is your trailer with the tongue _____ ft.? If you have a tent how much space do you need? _____ ****MAXIMUM OF 30' FOR OUTSIDE VENDORS**** If tents are used, they must be a commercial-grade frame tent with steel frame tubings, pins, base plates and fittings. All tents must be adequately secured for safety

Please initial beside which voltage and amperage needed at the peak of your operation.

- _____ 120-volt, 20 amp
- _____ 120-volt, 30 amp **** No portable generators are allowed. ****
- _____ 208-volt, 50 amp

You will be required to plug into our receptacles up to 50 amperes. It is the responsibility of the vendor to have the correct electrical plug.

The 120-volt, 20-amp single phase outlets are standard receptacles. You must have a 3-prong plug with a good ground.

The 208-volt single phase two-pole outlets are all 4-wire; R.V. (recreation vehicle) type.

All electrical cords must be rated for the ampere draw you requested and be strong enough to withstand pedestrian and vehicle traffic. Electrical cords may be inspected for safety reasons.

SIGNATURE _____ DATE _____

Date paid: Cash _____ _____ Money Order
 Check # _____ _____ Credit Card

PLEASE FILL THIS PAGE OUT COMPLETELY AND RETURN WITH PAYMENT TO: Jackson County Civic Center office, Jackson County Fair, P.O. Box 998, Pascagoula, MS. 39568-0998

CHURCH BOOTH

DATE _____

ITEMS TO BE SOLD _____

I _____ have read and fully understand the conditions for rental of a commercial booth at the 2025 Jackson County Blue Ribbon Fair and agree to abide by these rules and regulations. I also understand and agree that any violations of these rules constitute a breach of this agreement rendering my lease being terminated.

CHURCH NAME _____

FULL ADDRESS _____

EMAIL _____

CELL PHONE _____

CONTACT PERSON _____

SIGNATURE _____ DATE _____

Date paid Cash _____ Money Order _____

_____ Check # _____ Credit Card _____

BOOTH NUMBER: _____

NUMBER OF KEYS ASSIGNED: _____

BEGINNING INSPECTION: _____

ENDING INSPECTION: _____

2018 International Fire Code (IFC)

CHAPTER 31 TENTS, TEMPORARY SPECIAL EVENT STRUCTURES AND OTHER MEMBRANE STRUCTURES

3106.5.1 Separation from tents or structures

Cooking appliances or devices that produce sparks or grease-laden vapors or flying embers (firebrands) shall not be used within 20 feet (6096 mm) of a tent or temporary structure.

Exceptions:

1. Designated cooking tents not occupied by the public when *approved* by the *fire code official*.
2. *Tents* or structures where cooking appliances are protected with an automatic fire-extinguishing system in accordance with Section 904.12.

3107.4 Open or exposed flame.

Open flame or other devices emitting flame, fire or heat or any flammable or *combustible liquids*, gas, charcoal or other cooking device or any other unapproved devices shall not be permitted inside or located within 20 feet (6096 mm) of the *tent or membrane structures* while open to the public unless *approved* by the *fire code official*.

3107.12.3 Location

Cooking and heating equipment shall not be located within 10 feet (3048 mm) of *exits* or combustible materials.

3107.12.5 Cooking tents

Tents with sidewalls or drops where cooking is performed shall be separated from other tents or membrane structures by not less than 20 feet (6096 mm).

3107.12.6 Outdoor Cooking

Outdoor cooking that produces sparks or grease-laden vapors shall not be performed within 20 feet (6096 mm) of a tent or membrane structure.