



Dear Vendor,

We hope this message finds you and your family well. After the continued success of our fair on our new grounds, we are excited to announce that the 2026 Portland Agricultural Fair will be held on October 2, 3, and 4.

Our grounds committee continues to make improvements to the layout and overall experience. Attached you will find the application to lease commercial space at the fair. If you would like to be considered, **please complete the application and return it (via email or mail)** as soon as possible. All applications will be reviewed, and contracts will be emailed to those accepted. Applicants not selected will be notified by email.

ALL APPLICATIONS MUST:

- Be legible
- Clearly list/describe the items you will be selling
- Include a photograph of your concession setup

If you need additional space to explain your operation, please include extra information. Since we aim to offer a diverse selection and avoid duplication, detailed applications are very helpful. As always, early submission is encouraged.

Should you feel that there is not enough room on the application form to explain the set-up or operation of your concession, please provide any additional information you may have. Remember, we do not know as much about your product and concession as you do. Once your application is approved you will receive a contract as well as an email that includes important fair details. Remember, we are a smaller fair and try not to duplicate our vendors, so the sooner you return your application the better!

We would also like to thank those vendors who have already submitted a deposit for the 2026 Fair. You will receive priority consideration; however, please still complete and return an updated application so we can ensure all information is accurate.

Once approved, you will receive a contract along with important fair details via email.

Sincerely,

Amy Heffernan
Vendor Superintendent
860-685-1393

Please return Application & Photos to (or email):

Amy Heffernan
22 Oakwood Manor

COMERCIAL VENDOR		Application Received BEFORE 8/23/2026: \$20.00 per frontage foot* with 2 feet of frontage added on each side of the concession
		Application Received AFTER 8/23/2026: \$25.00 per frontage foot* with 2 feet of frontage added on each side of the concession
NON-PROFIT VENDOR		Email portlandfairvendors@gmail.com for pricing information