



Northern Wisconsin State Fair Association Inc.
331 Jefferson Ave., P.O. Box 48
Chippewa Falls, WI 54729
715-723-2861

Activity Application Form

(Print clearly and return to Northern Wisconsin State Fair (NWSF). Incomplete or illegible applications will not be considered)

This application must be completed for individuals, groups, clubs and/or any activity to be held on the Northern Wisconsin State Fairgrounds. **This is not a License or Contract to use the Fairgrounds.** All applications will be reviewed and a license/contract will be issued if space is available as requested. We reserve the right to accept/reject any application.

Name of activity and/or event: _____

Name of firm and/or organizing group: _____
(Name as it will appear on license if approved)

Individual responsible for event: _____
(Name of contact person)

Mailing Address: _____

(City)

(State)

(Zip)

Business Phone: _____ Cell Phone: _____ E-Mail: _____

Dates, time of use requested, area needed and activities:

Date(s)/time of use requested: _____

Building(s) requested (refer to Facility Planning Guide) _____

Outside area requested: List specific areas to be used for event. (Bath rooms, parking area, stage etc.)

Activities:

List all activities for event. Include projected # of participants, age of participants. Your License will state that only activities listed will be allowed. (Use additional sheets if needed)

Utilities, Garbage and/or Communication Needs:

Please explain all utilities, garbage and/or communication needs in detail:

(There may be additional charges depending on usage.)

References:

Please provide two (2) references from past activities, or similar events where you have held or had experience with this type of event or activity.

Name of venue site: _____

Address: _____

Contact Person: _____ Position: _____

Phone: _____ E-Mail: _____

Name of venue site: _____

Address: _____

Contact Person: _____ Position: _____

Phone: _____ E-Mail: _____

Liability Insurance:

Northern Wisconsin State Fair Association Inc. requires a current certificate of liability insurance (\$1,000,000. minimum) on file for every group, club or individual responsible for utilizing the Northern Wisconsin State Fairgrounds. The licensee must be listed as the primary insured party and NWSFA as additionally insured. This certificate must be submitted to the Fairgrounds Office one week prior to event and/or activity.

Signature:

I certify that the information stated on this Activity Application Form is complete and true to the best of my knowledge.

(Owners signature as stated on the front of this form) (Date)

Return Completed Form To:

Northern Wisconsin State Fair Association Inc.
P.O. Box 48
Chippewa Falls, WI 54729
Phone: 715-723-2861
Fax: 715-723-6557
nwsf@charterinternet.com