



Columbia County Agricultural Society, Inc.

32 Church St.
Chatham, NY 12037
(518) 444-3247
www.columbiabfair.com

January 2026

Vendor Application & Policy Memorandum

All Vendors:

We hope this communication finds you well and hope you are as excited about the 2026 fair season as we are. The 185th fair will be here before we know it. We are in the midst of preparing for another great fair. Last year we saw amazing attendance, which in part was due to the beautiful weather, but more importantly because of each of you and the amazing variety of products you offer to patrons.

In 2026 we continue to strive to make improvements, with some major infrastructure changes underway. After listening to you in 2024, we changed our application process in 2025. The process seemed to work well. We will continue that same process digitally (no going back to paper applications!), we will continue completing this process with the use of email and Google Forms. No online portal through evenhub.

All prospective vendors requesting to be a part of the 2026 Columbia County Fair must complete this application form via our link to the Google Form. All returning and new vendors will complete the form and submit their deposit (50%) prior to April 1, 2026 to guarantee their space. This application is **Step 1** of the process. Completing this application does not guarantee acceptance. You will receive notification and request for payment once approved. Please refer to the updated [Vendor Policy Manual](#) for all rules and pricing structure. All inquiries shall be made to Vendor@columbiabfair.com. ***(Once you submit your application you may not receive communication back from the Fair for several weeks. Please be patient and inquire with the fair by March 15th if you have not heard back).***

The Vendor Policy has been updated. There is a lot of helpful information in the policy. We require all Vendors to read the policy in its entirety. In 2025, the Columbia County Agricultural Society's (CCAS) Board of Directors adopted a new pricing structure for all Vendor booth rentals. This pricing structure will not change for 2026 and all prices will hold the same. Please see the [Fee Schedule](#) attached and online on our website.

In coordination with the celebrations across America this year, the Columbia County Fair will continue the celebration of America's 250th Anniversary into our fair in September. We are inviting all vendors to participate. We are planning special promotional events, decorations and even fireworks. Please let us know what your plans are so we can help advertise them. Watch our website and for emails for more information.

We will continue with and improve on the changes made in 2025. Some of those changes as a reminder are below:

- Mrs. Melinda Kerner remains the Fair Vendor / Concession Manager
 - This will allow for a dedicated Vendor liaison to assist you
- New phone system with dedicated line and voicemail for Vendors
 - 518-444-FAIR (Option 5)
- Specific email for Vendors with direct access to the Vendor / Concession Manager
 - Vendor@columbiabfair.com



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We understand and appreciate that there may be questions and concerns with any changes. We know that changing the 185 year old fair is not easy. Our intent is not to complicate matters, but to make improvements that will improve the system and make the process more efficient for all of us, which is the reason in 2026 we are attempting to stay as consistent as possible to 2025.

As a reminder, over the past two years we altered the beverage sales and ice process. Those changes continue this year and are covered in the Vendor Policy Manual. A highlight of those changes are below:

- The sale of beverages refers to water and soft drinks. The sale of any alcoholic beverages remains the same and is detailed in the Vendor Policy.
- There is no contract or exclusive policy requiring vendors purchase any water or soda from Valley Beverage Inc. (Pepsi) or any other supplier.
- We are considered an 'Open Sale' fair for beverages. Food and beverage vendors may purchase for resale any brand, type, size or kind of beverage.
- The CCAS will NOT dictate pricing structure of your beverage item for sale.

CCAS Fair Recommendations:

- Valley Beverage Inc. is the preferred beverage supplier of the Columbia County Fair
- They can be contacted at:

Valley Beverage Inc.

Jay Trendel - 518 296 8150 or email at valleybeverages@midtel.net

- If you wish to continue to purchase water or soda for the Fair through Valley Beverage please contact them ahead of the fair.
- If you wish to discontinue receiving beverage supplies from them and require the removal of their soda fountain machine or coolers from your food booth please contact before the fair.
- Any and all communications regarding beverage purchase through Valley Beverage shall be done directly between the fair vendor and Valley Beverage Inc.

Ice Service:

In an effort to assist vendors as much as possible, in 2025 the Fair began an arrangement with Maplewood Ice to have and sell ice on the grounds.

- Ice is sold by the Fair at 2 locations (at the beverage sales counter)
 - Upper 'Beer Garden'
 - Lower 'Entertainment Pavilion'
- Hours: 9 am to 10 pm

Refer to the Vendor Manual for more information on any other purveyor or service



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Food Donation Program:

This year we are beginning a partnership with FeedHV. FeedHV community aims to reduce food insecurity and food waste throughout the region. This is a voluntary program that we are promoting and requesting all food vendors participate in, if they can.

The process below is how they will manage the Fair donation:

- A few hours before closing on the last day of the fair, organizers and volunteers familiar with the fairgrounds will collect names of those interested and what food they might be donating.
 - provided pans for those with large quantities
- Closing time (8-9pm)
 - Volunteers in groups will go around to collect from multiple vendors at a time
 - Collect food from vendors and bring it to a cooler site
- On Tuesday all food will be delivered to local food pantries

Since 2017, FeedHV has been operating as a regional food rescue and harvesting network in New York's Hudson Valley, linking donors of prepared, unserved food and fresh produce to nonprofits with food assistance programs. The program is administered by Hudson Valley AgriBusiness Development Corporation (HVADC). For additional information, visit www.feedhv.org or send an email to info@feedhv.org.

If you would like more general information on the program please contact us or FeedHV directly.

In closing, in 2026 we do need to be more firm on the deposit and full payment deadlines due to some Vendors failing to pay on time or at all. Please ensure that once you are confirmed with a booth space you make payment by the requested deadlines or communicate any issues with the vendor office. We do continue to look for ways to improve the fair and keep an affordable fair experience for our local community; all while trying to maintain a positive fair experience for vendors and patrons alike. If you have concerns or suggestions regarding our fair that can assist us in improving future fairs please do not hesitate to reach out and provide feedback.

The 2026 Vendor Manual, Fee Schedule and new Vendor Application are all available on our website at <https://columbiabfair.com/vendors-concessions/>

Added Note: The CCAS is in the midst of a large fundraising effort and capital improvement project to replace the three large cattle barns on the grounds. Agricultural showcase and education is the center and ultimate mission of the Fair. The main purpose of our annual fair is to provide a clean and safe environment for children and public visitors to be a part of the annual Agricultural Fair. Please consider supporting this endeavor by visiting our website at [CASF - Barn Replacement Project](#).

Respectfully,

Eric J. Barnes

Eric Barnes

General Manager

Columbia County Agricultural Society, Inc.

Vendor@columbiabfair.com 518-444-FAIR