

Hillsborough County Agricultural Fair – **Outside Vendor Contract**

PO Box 391
New Boston, NH 03070
603-487-3837

September 9th – 11th, 2011

Outside Vendor Contract

Please be sure to read this contract in its entirety, as several changes have been made.

Route 13 (15 Hilldale Lane)
New Boston, NH
(603) 487-3837

Hours of Operation: Friday: 12:00 (noon) – 11:00 pm
 Saturday: 8:30 am – 11:00 pm
 Sunday: 8:30 am – 6:00pm

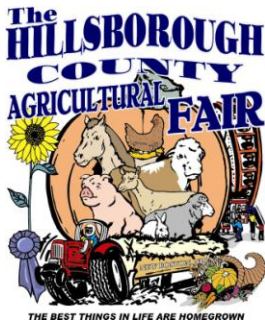
Setup: Thursday 9:00am - 2:00 pm and 4:00pm - 9:00 pm
 Friday morning 9:00am to 11:00 am

Anyone needing to set-up their vending booth prior to Thursday, must contact Danielle Deyo at 603-487-1168. If electrical hook-ups are needed prior to Thursday, there will be a \$50 fee assessed.

No vehicles or trailers will be allowed onto the grounds before Thursday, or they will be subject to a \$50 per day fee.

Rules and Regulations

1. Vendors must furnish a Certificate of Insurance indicating evidence of Comprehensive General Liability in an amount no less than \$1,000,000 (1 Million). Vendors who have not submitted proof of insurance by Friday, September 5th, will be required to purchase coverage through a Fair appointed agency, fees are not controlled by the Fair.
2. The attached contract must be returned on, or before **June 15, 2011**, with a **50% non-refundable deposit**, and a Certificate of Insurance. Rates will increase by \$2 per foot after June 15th.
3. **Final payment is due on July 15, 2011, or space will not be guaranteed.** If the Fair is notified of a cancellation prior to August 1, 2011, all but the 50% deposit will be returned. Any cancellations made after August 1, 2011 will subject to forfeiture of all funds paid.
4. Each vendor must check in with the Concessionaire Manager **before set-up**. **If you are not paid in full, you WILL NOT be allowed to setup, NO EXCEPTIONS!** All exhibits must remain in place until 6:00 pm on Sunday. The Fair Board may move exhibits still set up on Monday. Any trailers or vehicles arriving prior to Thursday will be subjected to the above-mentioned fees. If electrical hookups are needed on Wednesday, there will be a \$50 fee.



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5. The Fair Board has the right to decline any exhibit, display, or activity that is not suitable.
6. You will be required to submit a menu of all food and drink that you intend to sell at the fair and you will be required to adhere to that menu.
7. You may be asked to remove some items from your menu.
8. Vendors are required to adhere to any and all fire codes per the fire marshal if found in violation you will be shut down and forfeits rental fees paid. Due to changes in grounds configuration, we will not guarantee any location, for any vendor.
9. If you need to keep a large stock truck on the grounds, you will be required to rent space for said truck.
10. No raffles or drawings are allowed, unless approved by the Fair Board.
11. No vendor's activities may interfere with the display or activities of any other vendor.
12. No septic or grey water disposal permitted on the grounds. Anyone found dumping will be charged a \$100 fine, plus the cost of clean-up, and will be turned over to the proper authorities. A \$50 a day fine will be assessed for anyone hooking up prior to Thursday.
13. **No vehicles are allowed on the grounds during the Fair. Parking is in general lot ONLY!**
14. Rented space is has a maximum depth of 20', if more space is required, additional fees will be assessed.
15. VENDORS MAY **NOT** SELL ANY OF THE FOLLOWING ITEMS: GUNS, KNIVES, SWORDS, WEAPONS OF ANY KIND, DRUG PARAPHERNALIA, SILLY STRING, SMOKE/STINK BOMBS, LASER POINTERS, FIRECRACKERS, OR SNAP CAPS OF ANY KIND.
16. **\$25 service fee** will be charged for any returned/bounced checks. Funds owed and \$25 service fee will then be due in cash.
17. Every vendor is responsible for disposing of trash in the provided receptacles / dumpster. Vendor space shall be kept clean and free of trash. Vendors will be responsible for cleaning any debris left on the ground sold from their booths.

For More Information Please Contact:

Danielle (Dani) Deyo: 603-487-1168 Business line. Please leave a message and I will call you back.

Email: hcafair@comcast.net Fax: 603-487-1167

Hillsborough County Agricultural Fair

PO Box 391

New Boston, NH 03070

603-487-3837 Log Cabin

Hillsborough County Agricultural Fair – Outside Vendor Application

Please return this signed agreement with your **non-refundable** deposit made payable to:

Hillsborough County Fair
 c/o Danielle Deyo
 PO Box 391
 New Boston, NH 03070
 603-487-3837

Office use only!!
Paid in full _____
Insurance _____
Checked in by _____

Name: _____

Email: _____

Business Name: _____

Description of Goods /Item Sold: _____

Street: _____

City, State Zip: _____ **Phone:** _____

Signature: _____ **Date:** _____

(by signing this application, you agree to all terms and conditions mentioned in the rules and regulations)

Outside Space Fees: 2011	Footage Requested	Registration fee <u>BEFORE</u> June 15 th	Register fee <u>AFTER</u> June 15 th	Total
Running Foot		\$20.00 per foot	\$22.00 per foot	\$

Trash Removal Fee – all vendors				\$ 10.00
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Electrical connections: Choose One			
20 amps of 120 volt power	\$ 15.00	If using 240 volt power, we have 50 amp receptacles only.	\$
50 amps of 240 volt power	\$ 75.00		\$

Vendor Passes:	Quantity	1 Day Pass \$5.00 each	Quantity	3 Day Pass \$10.00 each	
		\$			\$
		Subtotal		Subtotal	\$

Grand Total Due	\$
50% Deposit due by June 15th	\$
Balance to be paid in full 7/15/11 or prior to set up	\$

Office use:

Vendor has paid 50% deposit _____ Check #: _____ Date: _____ Initialed: _____

Vendor has paid balance \$ _____ Check #: _____ Date: _____ Initialed: _____

What would you like advertised about your business over the loud speaker during the fair: _____