

RULES & REGULATIONS – VENDORS

Vendor/Business Name: _____

1. **LIABILITY:** While all precautions will be taken to guard against loss of equipment or display material the Fair Board Committee will not assume any responsibility for losses which might be incurred from pilfering, water damage, fire, accidental or any other cause.
2. **INSURANCE:** Vendors must insure their goods and/or equipment against such loss. Vendors **MUST** carry and provide proof of sufficient public liability insurance, (in the amount of \$2,000,000.00) prior to set up at the Fair. (Home Liability insurance for Property is acceptable, also in the amount of \$2,000,000,00.)
3. **NO SUBLETS:** Vendors may not under any circumstances sublet all or any portion of their booth or space rented under the terms of the contract.
4. **TYPE OF OPERATION:** Vendors may not operate any other business or sale of goods other than what is listed in the contract. The Fair Board Committee reserves the right to demand the removal of any item(s) offered for sale or any operation that was not clearly approved or understood under "Type of Operation: on the contract.
5. **VENDOR MUST BE OPEN** and ready for the public from 6:00 P.M. to 10:00 P.M. on the Friday of the Fair. Vendors must not be dismantled in any way until the last day of the Fair.
6. **BOOTHS NOT OCCUPIED** BY the Friday of the Fair can be resold at the discretion of the concession organizer. If you will be arriving after 6:00p.m., please make arrangements with the Committee.
7. **STAFFING:** All booths must be staffed during all hours of operation. Violation of this will result in automatic refusal to offer space to the vendor in subsequent years.
8. **RESTRICTED SPACE:** Displays, demonstrations of advertising materials, or sale of items is not permitted outside of the confines of the Vendor's Booth. This rule will be enforced in order to keep all the vendors confined to their area.
9. **SOUND/VIDEO:** In cases where sound and/or video equipment is used, the Vendor is required to ensure that disturbances to neighbouring Vendors are minimal.
10. **NO PAINTING:** Of any kind may take place on the grounds without direct permission of the Vendor Organizer.
11. **THERE WILL BE NO SALE OF DRAW TICKETS** on the grounds without written permission of the Petrolia & Enniskillen Agricultural Society Committee. All Non-Profit Organizations selling tickets will not be charged a frontage fee.
12. **DECISIONS:** Should any questions arise not provided for in the Rules and Regulations of the contract, the decision of the Board of Directors shall be final.

13. **KNIVES:** The sale of knives of any kind is strictly prohibited.
14. **FOOD VENDORS:** No discharge of gray water on the grounds. Holding tanks only. Beverages may be sold in plastic or paper cups, or cans. No glass bottles are allowed. FIRE EXTINGUISHERS must be supplied, in proper working condition and present in food booths at all times.
15. **FOOD VENDORS:** Must adhere to the “(Requirements for Participants of Fairs and Other Special Events Serving Pre-Cooked Foods)” which is published by the Lambton Health Unit (519) 383-8331. Vendors will also be required to complete “Information Required for Special Events” form and submit it to the Lambton Health Unit. All food vendors may also be subject to an inspection of the by the Lambton Health Unit prior to the opening their booth.
16. **FIRE REGULATIONS:** The Vendor agrees to observe all Fire Regulations and maintain acceptable Fire Prevention practices as required by the Petrolia Fire Department.
17. **PROPANE:** No propane tanks will be allowed on the grounds without proof of inspection.
18. **REFUSE:** All refuse must be placed in the bins as directed by the Vendor Organizer.
19. **DELIVERIES:** Should be made to the Grounds area before 4:00 P.M. on the Friday of the Fair, and 9:00 A.M. on the Saturday of the Fair.
20. **DAMAGES:** The Vendor shall be responsible for all damages to or loss of property, which results from the signing of the contract.
21. **LOCATION:** No Vendor Organizer reserves the right to locate, relocate, or alter the space assigned. No Vendor has the automatic right to occupy the same space as in subsequent years. All Vendors need to supply their own tents, covers, tables, chairs, hydro cords (100ft 14 gauge CSA approved), etc.
22. **CANCELLATION:** The Committee reserves the right to cancel this agreement at any time, if in its opinion the terms and conditions of the contract are not being observed. In the event that the Vendor does not occupy space as contracted, the Committee is not required to refund any amount paid to date. If for any reason, it is necessary to cancel this contract, the Petrolia & Enniskillen Agricultural Society must be notified 30 days prior to the opening of the Fall Fair, or the total amount paid may not be refunded.
23. **ADMISSION PASSES:** Paying Vendors will be given two complementary Fair Passes.
24. **VEHICLE PASSES:** Paying Vendors will be provided with one vehicle pass, which will allow one vehicle and driver only. Entrance will be at the Main Entrance only. Parking will be in the designated area only.
25. **WITH THE SIGNING OF THE CONTRACT:** Vendor understands that every person entering the Grounds involved with the booth must present a Pass in order to be admitted free, and also that EVERY VEHICLE entering the grounds must have an approved vehicle pass, which shall remain visible on the dashboard.

26. **HYDRO:** Standard electrical outlets will be available. For additional electrical service, arrangements must be made with the Concession Organizer, prior to the Fall Fair time. Extra requirements may result in extra costs to the Vendor. Bring a 100 foot, (14 gauge), CSA Approved extension cord.

27. THESE RULES AND REGULATIONS SHALL BE ENFORCED FOR ALL VENDORS AND THEREFORE THIS DOCUMENT BECOMES PART OF THE CONTRACT BETWEEN EACH VENDOR AND THE PETROLIA & ENNISKILLEN AGRICULTURAL FAIR BOARD COMMITTEE.

28. NO SMOKING WILL BE ALLOWED INSIDE OF BUILDINGS.

29. Send a signed copy of the Rules and Contract is to be sent to petroliafair@gmail.com

Payments can be sent to:

E-transfer: petroliafbtreasurer@gmail.com or send a cheque to
Petrolia & Enniskillen Agricultural Society
(Rear) 4065 Dufferin Ave
Petrolia, ON
N0N1R0

Company Name (please print):

Print Name

Date:

Signature