



Fayette County Fair

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fayettefaircountrystore@gmail.com

Fayette County Fair Vendor Policy/Contract

Fayette County Fair August 29-September 1, 2024

Outdoor vendor spaces may be assigned later than usual due to construction on the Fayette County Fairgrounds.

The purpose of this policy statement is to specify the guidelines for administering vendor space for the Fayette County Fair. Any breach of the policy statement may result in the termination of your contract and the closure of your booth location without refund or recourse.

Application Procedure

1. Booths will be assigned through Event Hub as received by the Vendor Committee.

Ann Lowes Mueller-Chair

Anita Barnett

Ginger Friemel

Brandon Schielack

2. Vendor committee members may be reached by calling Ann Lowes Mueller at 979-249-6444 or Brandon Schielack at 979-966-3911. During Fair hours members can be reached through the Country Store.
3. Applications are available on the Fayette County Fair Website or by emailing fayettefaircountrystore@gmail.com
4. Fair applications are also available through <https://eventhub.net/> There will be a link on the Fayette County Fair website under Get Involved, Commercial Vendors.
5. Completed applications and fees are due on or before July 15, 2024.
6. All applications must be complete and are confidential.
7. All political and religious booths are at the discretion of the Vendor Committee.

Selection Procedure

1. The primary criteria for selecting vendors are:
 - a. Quality of products
 - b. Existing number of exhibitors with similar products or services
 - c. References
 - d. Booth photographs
2. The Fayette County Fair's intent is to have a selection of products and services for a desirable exhibition and to create interest for Fair Goers who visit the booths.
3. No pets are allowed on the fairgrounds except service animals.
4. The Fayette County Fair reserves the right to place exhibitors where they feel the exhibitor will best fit to attract Fair Goers' attention.
5. The current year's exhibitors are evaluated following the Fair. Criteria are:
 - a. Adhering to policy statements, rules and regulations set forth by the Fair Association.
 - b. Prompt and sufficient payment of booth space
 - c. Attitude

These criteria will determine whether the exhibitor may or may not be assigned a contract the following year.
6. **Full payment is due no later than 20 days of vendors receipt of contract. Any payment not received within 20 days will void your application and the requested booth(s) will be offered to the next interested vendor.**
7. Contracts will be issued after the application is accepted. Both contract and payment are due within 20 days of the contract being issued.
8. All drawings and raffles must be approved by the Vendor Committee. Requests must be submitted in writing.
9. The following items are prohibited:
 - a. Drug Paraphernalia including clothing items that represent illegal drugs.
 - b. Fireworks or any other type of explosive including confetti poppers, exploding balloons, etc.
 - c. Stink Bombs, cap guns, spray string or silly string or any items that replicate an actual weapon
 - d. Laser Items
 - e. Knives/swords, brass knuckles, or other weapons. Cutlery knives are allowed but must remain wrapped and/or boxed while on the grounds.
 - f. Food or drink items must be approved by the Vendor Committee.
 - g. E-cigarette items and tobacco products
 - h. Pornography or any other items unsuitable for a family atmosphere
 - i. Hair paint or any other type of paint, spray or otherwise
 - j. Any items deemed inappropriate by the Vendor Committee
 - k. Any raffles or give aways must be approved by the Vendor Committee

The Fayette County Fair Association reserves the right to dismiss any person or persons exhibiting an undesirable or illegal product or products, or any person not abiding by the rules as set forth by the Fayette County Fair Association.

Drinks in glass containers are not allowed on the fairgrounds.

Admissions

Two vendor season passes are provided for each vendor. Each vendor may purchase additional season passes for the discounted rate of \$30.00 NO REFUNDS WILL BE GIVEN FOR UNUSED PASSES. Additional passes must be purchased when the fees and contract is submitted. It is the responsibility of the vendor to move season passes among workers. A season pass is only good for entry once each day. Vendor fees are not sponsorships.

Booth Standards

The Fayette County Fair Association is not responsible for loss, theft or damages. Your booth should be staffed at all times during operating hours. **NO** unauthorized vehicles or trailers are allowed on the grounds to pick up or deliver merchandise at any time once the fair has begun. NO vehicles may be driven into the Event Center or Exhibit Hall.

SALES TAX PERMITS ARE REQUIRED AND MUST BE AVAILABLE UPON REQUEST AND DISPLAYED IN YOUR BOOTH.

LIABILITY INSURANCE IS REQUIRED.

Cost and Size:

For all booths, electricity is \$35.00 extra.

- Inside-\$185.00
- Outside-\$135.00

Loading and Unloading

Set Up

1. *All vendors must check in before set up. At that time any additional information will be distributed. At any time you have a question come to The Country Store located in the building for help. At check in you will receive a parking pass. Check-in is at the Country Store.*
2. Set up times are Wednesday, August 28th-9:00 a.m.-8 p.m. and Thursday, August 29th 10 a.m.-2:30 p.m.- **Late arrivals are not permitted. NO VEHICLES ARE PERMITTED ON THE FAIRGROUND AFTER 11:30 A.M. ON THURSDAY.**

3. Vendors must provide all items needed for booth setup. This includes all extension cords and power strips.
4. No booth may block the air flow of the air conditioning in the building. Large pilons that block the flow are not permitted.
5. To bring in additional items once the fair has begun contact the Vendor Committee in the Country Store for times and permissions.
6. No vehicles may be driven into the Exhibit Hall or Event Center.
7. Drilling into any wall is not permitted.
8. **Any unauthorized vehicles on the Fairgrounds will be towed at the owners expense. Any exceptions must be approved in advance by the Vendor Committee. All vehicles must display a vendor permit.**
 - a. Restocking times are:
 - Friday 10 a.m.-2:30 p.m.
 - Saturday 10 a.m.-2:30 p.m.
 - Sunday 10 a.m.-2:30 p.m.

Booth Hours

- Thursday-4 p.m. to 11 p.m.
- Friday-4 p.m. to 11 p.m.
- Saturday-4 p.m. to midnight
- Sunday- 4 p.m. to 11 p.m.

Clean Up

1. Vendors are responsible for the clean up of their booth space. Trash cans will be provided.
 - a. Booths must be cleaned by noon on September 2, 2024. The fairgrounds will open at 9 a.m. There will be no security present on Monday.
 - b. Booths may be broken down after 11 p.m. on Sunday. Vehicles and/or trailers will not be allowed on the grounds until the Fairgrounds have been cleared by security. You will be notified when it is permissible to bring vehicles/trailers on to the grounds. Estimated clearance time is midnight to 1 p.m. If you are breaking down on Sunday please notify us at check-in.
 - c. The Fayette County Fair Association is not responsible for lost or misplaced items.

Please sign and return this page. You may also upload a copy of this page on Event Hub.

The vendor acknowledges that the vendor has read, understood and accepted all terms, conditions, and provisions set forth in this contract.

The vendor shall pay the sum of \$_____ for the legal and safe use of the premises as _____ for the annual Fayette County Fair for 2024.

The premises rented shall be used to sell the following described items:

The Fayette County Fair Association reserves the right to terminate the vendor's use of the premises at the Fair's sole discretion. Vendors who violate rules will be asked to leave the premises and no refund will be granted.

The vendor shall fully release, protect, and indemnify, hold harmless and defend Fair from any claim connected with the Vendor's goods and services, whether such claim is made against the Vendor alone or in connection with others.

If Vendor does not have liability insurance, some may be available for a charge. Contact Ann Lowes Mueller for information.

Vendor Signature _____ Date _____

Checks Payable to: Fayette County Fair Association

Payment may also be made on Event Hub.