



Commercial Exhibits and Concessions 2024 Rate Book

NORTH CAROLINA MOUNTAIN STATE FAIR

1301 Fanning Bridge Road

Fletcher, NC 28732

828-687-1414



North Carolina Mountain State Fair
Operated by the
North Carolina Department of Agriculture & Consumer Services
Raleigh, North Carolina

Commissioner of Agriculture	Steve Troxler
WNC Ag Programs Assistant Commissioner	Kaleb Rathbone

WNC Ag Center/NC Mountain State Fair Administrative Staff

General Manager	Sean McKeon
Assistant Manager of Horse Complex & Facilities	Cameron Greene
Assistant Manager of Expositions	Jeff Barham
Commercial Exhibits and Concessions Manager	Tamara Crain

Address and Directions:

WNC Agricultural Center
North Carolina Mountain State Fair
1301 Fanning Bridge Road
Fletcher, NC 28732

GPS Address for Gate 5 Entrance:

765 Boylston Hwy, Fletcher, NC 28732

- We are located at Exit 40 off I-26 across from the Asheville Airport.
- Approximately ¾ mile off exit, you will see the WNC Agricultural sign on left, continue through the traffic light, see the barns on you left. Turn into Gate 5 to check in at the Exhibits and Concessions Office, located in the Davis Event Center.

Online Information:

- www.mountainfair.org
- www.wncagcenter.org

This manual was created for you as Exhibitors and Concessionaires, to provide you with information necessary for the successful operation of your exhibit or concession. We appreciate your contribution towards the Fair's success as this is beneficial to all of us. Your comments and helpful suggestions are invited as we work towards making the North Carolina Mountain State Fair the best event that you participate in all year.

Hours of Operation
Opening/Closing Time for Exhibits and Concessions

August 21, 2024 - NC Mountain State Fair – Food Vendor Meeting (Optional) at 10:00am through Teams

September 5, 2024 – Mandatory Food Vendor Meeting at 10:00am at Leon’s Entertainment Tent. Each food vendor will need to have a representative at this meeting.

Lessee agrees by contract to open and operate during the Operating Hours of the Fair as follows:

Friday, Sept. 6 and Sept. 13

Gates Open	9:00 am		
Inside Exhibits Open	9:00 am	Close	9:00 pm
Outside Vendors Open	9:00 am	Close	11:00 pm
Midway Opens	10:00 am	Close	12:00 midnight

Saturday, Sept. 7 and Sept. 14

Gates Open	9:00 am		
Inside Exhibits Open	9:00 am	Close	9:00 pm
Outside Vendors Open	9:00 am	Close	11:00 pm
Midway Opens	10:00 am	Close	12:00 midnight

Sunday, Sept. 8

Gates Open	9:00 am		
Inside Exhibits Open	9:00 am	Close	9:00 pm
Outside Vendors Open	9:00 am	Close	11:00 pm
Midway Opens	10:00 am	Close	11:00 pm

Monday thru Thursday, Sept. 9 - 12

Gates Open	3:00 pm		
Inside Exhibits Open	3:00 pm	Close	9:00 pm
Outside Vendors Open	3:00 pm	Close	11:00 pm
Midway Opens	4:00 pm	Close	11:00 pm

Sunday, Sept. 15

Gates Open	9:00 am		
Inside Exhibits Open	9:00 am	Close	9:00 pm
Outside Vendors Open	9:00 am	Close	9:00 pm
Midway Opens	10:00 am	Close	9:00 pm

Contract and Payment Information

Read the 2024 Information Rate Book before signing the Contract For Space. The signature of the Manager and lessee above the words “Lessor” and “Lessee” respectively on the 2024 Contract For Space, shall constitute the execution of this contract by the parties hereto. Both parties agree to the terms and conditions designated therein and agree to comply with the rules and regulations contained in the 2024 Exhibitors and Concessionaires Information Rate Book.

- ✓ Lessee releases and discharges and agrees to indemnify and hold harmless the N.C. Mountain State Fair/WNC Agricultural Center, the N.C Department of Agriculture and Consumer Services and the State of North Carolina and their respective employees, servants, agents and officers from any and all claims arising out of death, personal injury or property damage suffered or incurred as a result of Lessee participation in the N.C. Mountain State Fair.

2024 Contracts For Space will be based on information submitted by online application. Fair Management may at his own discretion choose to withhold a contract due to contract violations or observations that were not in the best interest of the Fair or fair patrons.

The ***Beginning Balance Due** includes space and electrical charges, Logo Use Fee and Sponsorship amounts. **Permit charges may not be reflected in this amount and** will be added as requested. (Ex. RV, Golf Cart, SVE) Receipts for payment will not be mailed to the Lessee unless requested.

Verify all information on the Contract For Space with attention to “Product” information. Concessionaires’ and Exhibitors’ products or services must correspond to the Product description on the Lessee’s contract and not conflict with, differ from, nor exceed that listing. Any exceptions must be approved by management and documented in Lessee’s file. Lessee shall keep a copy of the rental contract on the rental premises.

If the Contract For Space is correct:

- Sign and Date the original contract above the Lessee’s Signature, keep **COPY** for yourself
- Include a minimum deposit of **\$250.00** for **each** space shown on the contract
- Submit online, email, or mail contract, deposit to the Exhibits and Concessions Office within **30 days** of approval
- **A contract without payment is not binding.**

This Information Rate Book is an extension of the 2024 Contract For Space with the North Carolina Department of Agriculture and Consumer Services and the North Carolina Mountain State Fair. The regulations for exhibitors and patrons is contained in the NC Administrative Code. The parties hereto intend that this contract should be construed supplementary to the NC Administrative Code and not in conflict therewith. The NC Administrative Code may be found at: <http://reports.oah.state.nc.us/ncac.asp> or upon request a copy will be mailed to you.

Fair Management reserves the right to interpret these rules and settle all matters as they shall deem necessary for the proper safety, protection, and control of said grounds. This right extends without limitation to persons, things, conduct, signage, or printed material.

Force Majeure. If the performance of this Agreement or any obligations hereunder is prevented, restricted or interfered with by reason of earthquake, hurricane, tornado, fire, flood, pandemic or other casualty due to strikes, riot, storms, explosions, acts of God, war, terrorism, governmental shutdown or a similar occurrence or condition beyond the reasonable control of the Parties, the Party so affected shall, upon giving prompt notice to the other Parties, be excused from such performance during such prevention, restriction or interference, and any failure or delay resulting therefrom shall not be considered a breach of this Agreement.

Food Vendors

All vendors selling sweets and/ or foods will be inspected. Buncombe County Environmental Health and NCDA&CS Food & Drug will be conducting these inspections. Please educate yourself on what is required for you to sell all the types of sweets and foods you will be selling. It is your job to know what inspection you fall under.

Buncombe County Environmental Health

- requires a \$75.00 Temporary Food Establishment application, Due by **Aug 21st**
- Complete Buncombe County Department of Health Form and send payment to their office:
Address: 30 Valley Street, Asheville NC 28801;
Phone: 828-250-5016
Fax: 828- 250-6161;
Email: EHRequest@buncombecounty.org
- Check with Buncombe County Environmental Health for current information:
(Scroll down the page to see Temporary Food Establishment on left side.)
<https://www.buncombecounty.org/Governing/Depts/health/environmentalhealth.aspx>

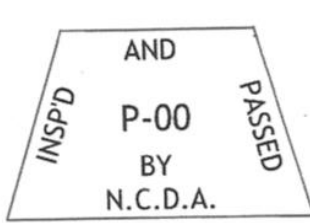
NCDA&CS Food & Drug

- To set up an inspection for food vendors under NCDA&CS jurisdiction please call Susan N. Parrish, Food Regulatory Supervisor, 828-400-2973 or email susan.n.parrish@ncagr.gov
- **North Carolina Department of Agriculture, Food & Drug Protection Division Dairy License**
Application of Inspection Certificate for manufacturers for retail ice cream, soft serve ice cream, imitation ice cream, and frozen yogurt is required before selling.
 - This does not include commercial hand dip ice cream.
 - **Fee:** \$50 and renewable **July 1st** each year after application.
 - NCDA&CS **WILL NOT** be collecting application fee starting in 2024.
 - Vendors must schedule an inspection with NCDA&CD prior to operating soft serve machine, or other type of ice cream manufacturing equipment (Hit and Miss Engine) not currently licensed with NCDA&CD.
 - Please call Susan N. Parrish, Food Regulatory Supervisor, 828-400-2973 or email susan.n.parrish@ncagr.gov to ask questions and/or schedule an inspection.

NCDA&CS Meat & Poultry

- Compliance Officers with NCDA & CS, Meat and Poultry Inspection Division will verify compliance with general sanitation requirements for storage of meat and poultry products as well as ensuring products are properly labeled and originated from USDA or NCDA inspected facilities. They will conduct unannounced reviews of your location(s) to ensure compliance.

- All storage trailers and conveyances must be identified with the owner and contact information so that Compliance Officers may contact you to conduct a review.
- **Unwilling to work with our officers on grounds will result in being required to leave the fair and not allowed back.**
- If you have any questions, please reach out to NCDA & CS, Meat and Poultry Inspection Division, Compliance Officers Philip Renshaw 919-218-1707 and/or Daniel Moody 919-218-1915.



NCDA&CS Standards Division – LP Gas

- All LP-Gas (propane) installations at the North Carolina Mountain State Fair must be in accordance with the North Carolina LP-Gas Law and Regulations.
- (984) 236-4750
- Fax (919) 831-1303
- www.ncagr.gov/standard

Helpful Reminders:

- ◆ Ice machines in areas not permitted as food stands are required to be kept locked.
- ◆ A back flow preventer is required for each hose attached to a water supply.
- ◆ Food prep is required to take place in a permitted area- Not in the stock trailer area nor camper.
- ◆ Any food storage items must be locked when unattended. (Ex. Freezers, refrigerators)
- ◆ All food concessionaires must keep their used cooking grease in a container until Lessee can take it to be disposed into the Grease Containers located on the fairgrounds. Lessee will provide a separate hose for grease drainage and a separate hose for water drainage. The Commercial Exhibits and Concessions Office will provide the location of the Grease Containers.
- ◆ No movement of propane tanks on fairgrounds during Operating Hours. Propane tanks must be secured and transported in an upright position before gates open or after closing hours.
- ◆ Pepsi soda products only may be sold and served, as they have exclusive beverage rights for the Fair and the WNC Agricultural Center. Water is of your own choosing and specialty drinks as approved according to your contract.
- ◆ No glass beverage bottles are allowed on the fairgrounds for sale or usage unless approved by Fair Management.
- ◆ Invoices for food will be required. Be sure to keep them with your permit.

- ◆ Inside vendors handling food are required to have a handwashing station.
- ◆ Vendors are responsible for trash cans to meet inspection requirements. Fair trash cans are for the fair going public.
- ◆ Grease disposal must be placed in the properly marked receptacles. Cooking oil should be free of food scraped to ensure receptacles do not clog. DO NOT pour oil into gray water lines. DO NOT leave containers with grease beside receptacles.
- ◆ All vehicles making deliveries must be off the Independent Midway thirty (30) minutes prior to the opening of the fair gates and no vehicle will be allowed further than the designated parking area. This rule will be strictly enforced for your own well-being as well as the safety of visitors and workers.
- ◆ No matter what you do – What you sell – or where you are located at the fair – Remember “BE CUSTOMER FRIENDLY” – It Pays!
- ◆ Please make an effort to find out what will be taking place, and the location each day. We have “Information Booths” on the fairgrounds, but when someone asks you a question – You become the “Information Booth” at that place and time.
- ◆ Commercial Exhibitors or Concessionaires leaving or closing early or not manning their space locations without prior permission of the Commercial Exhibits and Concessions Manager will forfeit their right to be invited back next year.
- ◆ Make sure you have enough help to stay open.

Contract Requirements Pending When Issued

Contracts issued before May 15:

- Signed Contract must be returned, and deposit made within **30 days** of approved contract.
- If not received or arrangement made with Commercial Exhibits and Concessions office space could be assigned to other vendors.
- A deposit of **\$250.00 is due for each booth** space or each concession space; payment may be made online or with cash, check, VISA, or MC
- **Total balance is due on or before July 15, 2024**
- Payment may be made online, cash, check, VISA, or MC.
- Make check payable to: NC Mountain State Fair
 - Mailing address is: NC Mountain State Fair
Exhibits and Concessions
1301 Fanning Bridge Road
Fletcher, NC 28732

Contracts issued after May 15 and before July 1:

- Signed Contract must be returned, and deposit made within **14 days** of approved contract.
- If not received or arrangement made with Commercial Exhibits and Concessions office space could be assigned to other vendors.
- A deposit of **\$250.00 is due for each booth** space or each concession space; payment may be made online or with cash, check, VISA, or MC
- **Total balance is due on or before July 15, 2024**
- Payment may be made online, cash, check, VISA, or MC.
- Make check payable to: NC Mountain State Fair
 - Mailing address is: NC Mountain State Fair
Exhibits and Concessions
1301 Fanning Bridge Road
Fletcher, NC 28732

Contracts issued after July 1:

- Signed Contract must be returned and paid in full within **14 days** of approved contract.
- If not received or arrangement made with Commercial Exhibits and Concessions office space could be assigned to other vendors.
- payment may be made online or with cash, check, VISA, or MC
- Payment may be made online, cash, check, VISA, or MC.
- Make check payable to: NC Mountain State Fair
 - Mailing address is: NC Mountain State Fair
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Only certified checks, money orders and cash will be accepted after August 2, 2024.

Helpful reminders

Rules and Regulations for Exhibitors and Concessionaires

- ✓ Fair Management, without prior notice, reserves the right to close any concession, vendor booth, or exhibit not being operated in accordance with the provision of this Contract, or if, in the sole discretion of the manager, the exhibit is not in the best interest of the Fair and it's patrons. Fair Management reserves the right to disallow the display and sale of any item of questionable taste, inconsistent with a family fair.
- ✓ At the discretion of Fair Management, any space location assignment could be changed at any time as deemed necessary by Fair Management.

- ✓ Due to grounds lay-out, Fair Management shall have the authority to eliminate previously available space from year to year. In such cases the right to offer substitute locations or to discontinue contracts entirely is solely Management's discretion.
- ✓ Under provisions of N.C. Gen. Stat. 105-164.4, every retailer "engaged in business" in North Carolina must collect and remit appropriate tax. Vendors should register at <http://dornc.com/electronic/registration/index.html>.
- ✓ **No water may be aerosolized by any means** including but not limited to hot tubs, spas, misters, diffuser, cooling fans or fountains. Violations will result in immediate removal from the grounds of the WNC Agricultural Center.
- ✓ Retail Vendors selling trademarked products, upon request, must show your license to sell same to inspectors. This includes but is not limited to DISNEY, JOHN DEERE, NASCAR, SUNGLASSES, POCKETBOOKS, CAPS, or any other trademarked items.
- ✓ Every Lessee/vendor location is to provide hand sanitizer for public use.
- ✓ Anyone selling or exhibiting anything at the N.C. Mountain State Fair shall comply with all Federal, State and local laws, regulations, rules and ordinances.
- ✓ **All tents must be anchored and secured.** The WNC Agricultural Center is not responsible for tents that are damaged or blown away nor damage resulting from malicious intent. Lessee is responsible for damage to property resulting from or incident to contracted use.
- ✓ Tents/canopies are not allowed inside of any building due to Fire Marshall regulations. Frames may be used without canopy top for hanging items.
- ✓ All business is to be conducted in an ethical and professional manner.
- ✓ All business is to be conducted within the boundaries of the booth or designated space. This includes any tent stakes, storage containers, awnings, lights, etc. **Vendors are not allowed in the aisles to promote their product(s).** This applies to inside booth spaces and outside spaces.
- ✓ No Alcoholic Beverages allowed on the grounds of the WNC Agricultural Center, including camping and parking areas.
- ✓ No space may be sub-leased either in whole or part.
- ✓ Lessee will have exhibit(s) or concession(s) in place and completed by 7:00 p.m., Thursday, Sept. 5, 2024. At the discretion of Fair Management, if paid leased space is not occupied by 11:00 a.m. on September 5, 2024, the Contract for Space will be subject to cancellation with no refund.
- ✓ **Spaces are subject to measurement by authorized personnel. Any footage used outside of the space described on the contract will be charged a penalty of \$25.00 in addition to the excess footage charge. Included are tent anchors, storage containers, awnings, signs, lights, or any decoration. The invoiced amount is due and payable in the Exhibits and Concessions Office upon receipt of the**

invoice. Failure to pay by 6:00PM, Saturday, Sept. 15, 2024, may preclude a contract being offered the following year.

- ✓ The Lessee, if a food concessionaire, will be permitted to open their concession prior to September 6, 2024, for an additional Early Opening Fee and approval by the Buncombe County Health Department.
- ✓ Lessee will keep their leased area, as well as the area surrounding the leased area for a distance of ten (10) feet in all directions, free of bottles, rubbish, and debris. All trash will be bagged or boxed by Lessee to be picked up by maintenance staff.
- ✓ Lessee will use professional signage that is easily seen by the public. All signage shall contain only the name, type and price of merchandise offered for sale. Concession stands shall contain a Fire Extinguisher, minimum size of 10 lbs., to combat Type A,B, and C fires. All decorations must be fireproof.
- ✓ Food Concessions must list each item sold and the price of each. **All selling prices must be prominently displayed where patrons can see without obstruction.**
- ✓ No dogs allowed on the fairgrounds or in the Exhibitors Parking lots except "service dogs".
- ✓ Permits are required for RV parking in designated areas; **no camping allowed in parking lots.**
- ✓ No laser lights are to be sold or used on the fairgrounds.
- ✓ No "Walk-arounds", outside posters, handbills, sales information or soliciting, distributing of literature, car stickers, etc. is permitted outside of the exhibitor's or concessionaires' paid leased space.
- ✓ No speakers or signs shall be placed outside your designated paid leased space.
- ✓ Lessee will not use any Loudspeaker System, radio, or other broadcasting device without express written permission of Fair Management. Fair Management reserves the right to determine at his discretion the proper volume decibels. Approved loudspeakers must not disturb normal business transactions in adjoining exhibits nor the general public. Failure to comply may result in contract cancellation.
- ✓ **Inside Booths** have 3' sides and 8' backdrops. Side partitions and display material may not exceed 46" in height, for a distance of 5' from the aisle. You should be able to stand in the front 5' of your booth and look left to right and clearly see the neighboring exhibitors. Approval must be obtained in advance from Fair Management for any item or display that exceeds these dimensions.
- ✓ **Propane tanks** will be inspected and must meet all requirements.
- ✓ No movement/transporting of **propane tanks** on fairgrounds during Operating Hours, this must be done before Gates open to the public and after Gates close.
- ✓ **Propane tanks** on fairgrounds must be secured in an upright position when transported. All containers filled in place will be located so the fill valve is 10 feet from any ignition source.

- ✓ No flammable gas or combustibles will be allowed inside of any building or tent except by management permission.
- ✓ All outside food concessionaires will be required to use propane, and/or charcoal for cooking.
- ✓ NO SMOKING allowed inside any building or tent on the grounds of the WNC Agricultural Center.
- ✓ All vehicles making deliveries must be off the Independent Midway thirty (30) minutes prior to the opening of the Fair gates each day. After this time, vehicles will be allowed only in the designated parking area. This rule will be strictly enforced for your own well-being as well as the safety of visitors and workers.
- ✓ Roving vendors/solicitors, acting on behalf of either a for-profit or nonprofit organization, or on his or her own behalf, are not permitted on the grounds. If you observe solicitation, please tell Fair Staff.
- ✓ Lessees and their staff must be clean and neatly attired. Proper hygiene and dress is required at all times during operating hours. Persons found working who are not in compliance may be asked to leave their space.
- ✓ The State Auditor shall have access to persons' records related to this Contract to verify accounts and data affecting fees or performance under the Contract as provided in G.S. 143-49.

Insurance Requirements

- ✓ All Concessionaires and Exhibitors must provide a Certificate of General Liability Insurance listing the North Carolina Mountain State Fair as Additional Insured in the amount of \$1,000,000.00 due by July 15, 2024. (Animal Exhibits are required to have \$2,000,000.00 in Liability coverage.)
- ✓ The N.C. Mountain State Fair **MUST BE LISTED AS ADDITIONAL INSURED** on the certificate.
- ✓ The dates of coverage under the policy must include set up and break down/move out dates.
- ✓ Product Liability is required for Food Concessionaires and Wholesale Vendor Suppliers who are selling or giving away any consumable food product. This includes products that are applied to the skin, service providers such as chiropractors, those doing blood pressure checks and any type of massage, as well as someone selling magnets or items used on the body. The company affording the coverage must be licensed to do business in the State of North Carolina and is to be countersigned by an agent of record, approved by the Commissioner of Insurance, State of North Carolina.
- ✓ **Lessee will not be allowed to open or set up unless a copy of the Certificate has been received in the Exhibits and Concessions office.** Please follow the check off information to be certain that your agent will have what is needed.

Cancellation Policy

Once a contract for space has been issued and signed, deposit or payment has been applied, **the deposit is non-refundable**. For any other payment after the deposit, Fair management will review requests made for refund when a letter is written expressing an extreme hardship situation. Form W-9 is required before any amount of refund can be issued.

Relocation Policy

Submit a letter of request stating the desired location. Requests will be reviewed; however, there is no guarantee as to when or if the request may be possible.

Prizes and Drawings

Anyone offering any type of prize from a drawing or other method of awarding a prize, **MUST** submit in writing the process for claiming the prize and provide a sample of the form that will be used to enter. Approval by Fair Management is necessary before this can be added to the Contract. You are required to submit a verifiable list of the winners for the 2024 Fair by December 31, 2024. Failure to follow these rules may forfeit your invitation to return another year. **Any prize awarded must be totally free without conditions**. You may not ask for any kind of payment, fee, credit card number or bank account information in order to claim the prize. If found to be in violation of this rule, you will immediately be required to close your booth/concession and leave the fairgrounds. No refund will be given.

Tables and Chairs, Booths

Booths are set as pipe and drapery with 8 foot back draperies and 3 foot side draperies. The North Carolina Mountain State Fair does not furnish tables, chairs, extension cords or trash cans. You may bring your own or use the Contracted Decorator. The contractor is SES (Southern Exhibition Services) for 2023. They can be reached at 800-882-7469 or www.Southern-Exhibiton.com or info@Southern-Exhibition.com

Checking In:

- All vendors must check in and pick up packets in the Davis Event Center at the Commercial Exhibits and Concessions office located inside the main vendor area.
- From Airport Road/Boylston Hwy.. turn left into Gate # 5, park and go the Davis Event Center, entering the door close to the Proving Grounds Cafe.
- The Permit to Operate along with parking passes, admission passes and all other applicable permits must be picked up in the Exhibits and Concessions Office before taking possession of your space.
 - **The Permit To Operate will be issued after:**
 - a signed contract is provided,
 - payment in full or a zero balance is on the account
 - a correct Certificate of Liability Insurance has been received and
 - any other requirements are complete.

Move In and Set Up

Tuesday, September 3, 2024	8:30 am till 7:00pm
Wednesday, September 4, 2024	8:30 am till 7:00 pm
Thursday, September 5, 2024	8:30 am till 7:00 pm

- Those who connect/plug in outside prior to Wednesday, September 6, 2023, will be charged for electrical hook up at \$25.00 per day after receiving Management approval for early arrival.

Exhibitor Admission Passes

- Two (2) complimentary books of ten (10) one-day passes will be included in your check-in packet.
- Each worker per day will need a ticket.
- Two books will be given with your initial 10 feet of outside space.
- One additional book will be available upon request for each additional ten feet of leased space.
- Each 10'X10' inside booth receives 2 admission books.

Additional books

- Additional books may be purchased in the Exhibits and Concessions Office for \$50.00 each.
- These books have ten (10) one-day passes per booklet and are to be used for your workers or volunteers working in your booth or concession.
- Individual passes are not sold.
- We will not hold or distribute passes for your workers nor will our gate personnel.
- Please make arrangements to get the passes to your workers.
- Should someone arrive at an Entrance gate without a pass, they must purchase an admission ticket at the regular gate admission price in order to enter.
- If you must distribute passes prior to check-in day, Passbooks may be purchased and picked up **one week** prior to September 6, 2024. Please call and make arrangements through the Exhibits and Concessions Office for early pick up.

Parking for Exhibitors and Concessionaires

- All parking is free.
- Designated parking is available for Fair vendors.
- **Outside vendors** will be issued **Gate 6-Entrance B** parking permits.
- **inside vendors will be issued Gate 5** parking permits.
 - **Park in the gravel** lot to the right when you first enter Gate 5.
 - **The paved area is designated for handicapped parking and Heritage Crafts vendor parking.**
- A parking permit does not guarantee a parking space as the lots are sometimes filled to capacity. You must follow the instructions given by Security at these entrances.

Two Parking Permits will be issued for each leased space, these will be in your check-in packet upon arrival.

If the parking area you have been assigned is full, you will need to park in the general public parking lots. You will still need your one day fair gate ticket to get in the main gate per person.

You must display the Parking Permit by hanging it from the rearview mirror.

An admission ticket is required for every passenger in the car even with a Parking Permit.

Deliveries to Exhibitors and Concessionaires

After opening day, Friday, only Wholesale Vendor Trucks that have purchased a permit will be allowed to make deliveries through Gate 6- Entrance B. Refer to the list of Wholesale Vendors that have purchased a permit.

Security

Roving security is provided throughout the grounds. The Davis Event Center is locked at night and will not have an officer staying inside. We recommend covering your displayed items.

Tear Down

- The Fair closes at 9:00 pm on Sunday, September 15, 2024.
- **Tear down is not to begin before 9:00 pm.** Any exhibitor who begins to break down early or leaves prior to 9:00 pm on Sunday, September 15, 2024, is subject to loss of space the following year.
- No vehicles will be allowed on the Fairgrounds until 9:30 p.m. or when security gives permission, this will allow time for you to pack while security makes a sweep of the grounds.
- Breakdown and move-out may take place in the Davis Event Center from 9:00 pm until 11:00 pm, at which time everyone is to leave the building and the doors will be locked until 8:00 am Monday morning.
- All booths and concession stands must vacate the property of the WNC Agricultural Center by 12:00 NOON on Monday, September 16, 2024.
- Anything left at that time will become property of the State of North Carolina.

Permits

Electrical Charges

- Electricity is not included in space leased.
- Concessionaire is to provide an electrical cord that is in compliance to OSHA regulations specified as follows:
 - All electrical cords must have ground prong intact with protective jacket terminating inside plug unit. This applies to inside and outside usage.
 - Outside concessionaire/lessee will provide a compliant cord with a minimum length of 100 feet.
 - Inside lessee will provide a compliant cord with a minimum length of 25 feet.

- All outside lighting must be approved for outdoor use.
- All 120 volt 20 AMP connections must use a GFI protection unit except those used specifically for cooking and refrigeration.

Rates per each single-phase connection:

Electrical Options		
	20A/120V	\$100.00
	20A/240V	\$100.00
	30A/120V	\$150.00
	30A/240V	\$150.00
	50A/240V	\$150.00
	Single Phase over 50AMP	\$200.00 minimum/subject to availability

- 3 Phase electricity rates will be by special quote with limited availability.
- There will be an additional charge for any adapters supplied or any other supplies used by our staff to make your electrical system compatible with ours.
- Water connections are available at no charge to **outside** Concessionaires at the permitted location.
- Concessionaire is to provide a minimum length of 50', food grade hose, for water use and a separate hose for grease disposal.

RV Space Rate and Permits

- RV fee is \$35 a night.
- There are a limited number of RV parking spaces available on the fair grounds.
- RV request must be requested at the time of your application.
- An RV Parking Permit must be displayed on the right front of your vehicle at all times to indicate that payment has been made.
- You must walk to your RV or ride golf cart during operating hours of the fair for the safety of fair patrons.
- NO vehicles may be driven on the grounds during operating hours of the fair.

Golf Cart Permits

- Fee is \$50.00 each
- A Golf Cart Permit Request must be submitted at time of application.
- Insurance provided showing Golf Cart Coverage
- Payment must be made BEFORE a Golf Cart permit can be issued for use of the fairgrounds to a **Licensed Driver**
- Contact your insurance agent and give him the following specifications:
 - A Certificate of Liability Insurance is required in the amount of \$1,000,000.00.
 - Afforded by a company licensed to do business in North Carolina
 - Listing the NC Mountain State Fair as Additional Insured
 - The Certificate must state that it "Includes Golf Cart"

Supply Vehicle/Stock Trailer and Parking Information

- When electricity is needed for a Supply Truck, Stock Truck or trailer, electrical rates apply.

Supply Vehicles/Stock Trailer Onsite		
	Free	Stock Vehicle not needing electricity, must park in designated area
	\$100.00 min per connection	Stock Vehicle needing electricity at 20A, must park in designated area
	\$150.00 min per connection	Stock Vehicle needing electricity at 30A, must park in designated area
	\$160.00 min per connection	Stock Vehicle needing water and electricity at 20A, must park in designated area
	\$210.00 min per connection	Stock Vehicle needing water and electricity at 30A, must park in designated area

- All Supply Vehicles/Stock Trailers must be parked in the designated area only. NO Supply Vehicles/Stock Trailers are to be in RV areas or parking lots.
- Remember to indicate “water” on the SVE request.
- Parking for supply trucks belonging to those who have a Contract for Space inside Gate 6, Entrance B parking lot, unless advised otherwise.
- Request a space on your application at the time of submission.
- Upon arrival to set up, the permit will be in your check-in packet.
- This permit must be displayed to the **right** of the license plate on the rear of the vehicle or trailer for the inspector and auditor to see.

Space Rates and Information

Inside Rates – Davis Event Center

- Inside Booth Spaces are 10 ft. x 10 ft. with a few exceptions where a smaller space is necessary.
- Electrical connection is additional
- Additional fee for Corner booth
- An N.C. Agricultural Commodity Group may qualify for a special rate that would be \$1.00 less per square foot. Rate is subject to Management approval.

Inside Vendor Space	Davis Event Center is air conditioned with concrete floors; commercial and non-commercial vendors accepted. Booths are 10’x10’ or 100 sq. ft. with 3' side curtains and 8' back curtain. Electrical hook-ups are not included in the space rate. Corner spaces are an additional cost.			
		10' x 10' Booth	\$650.00	
		Corner Charge	\$50.00	

Outside Rates – Fairgrounds

- Outside Spaces are leased per front foot with a 10’ foot minimum
- Electrical hookup charges apply
- Corner spaces have a Corner charge. A Corner space is defined as a space that has access from two or more sides.
- Additional footage is sold in 5-foot increments if available.
- Outside Spaces include a 20-foot depth, however there may be exceptions where only 10 feet in depth is available. When available, footage over 20-foot depth can be used for an additional fee.

Outside Vendor Space	Spaces are sold by the front foot, in 5-foot increments, with a minimum of 10-front feet. Electrical hook-up is not included in space rate. Most outside spaces have a depth of 20-feet. Outside spaces can be for Food Concessions, Commercial Exhibits, Non-Commercial Exhibits, Farm Machinery, Outdoor Recreation Equipment, or Power Equipment Displays. Corner spaces are an additional cost. Depth over 20’ is an additional charge, if available. Be sure to include awnings, doors, tent stakes, Hitches, etc in space needs.		
	Yellow Areas	\$120.00 per front foot	These areas are higher traffic
	Orange Areas	\$90.00 per front foot	These areas are medium traffic
	Blue Areas	\$65.00 per front foot	These areas are lower traffic
	Corner Charge	\$75.00	
	Extra Depth Past 20'	\$30.00 per foot	

Logo Rights

Trademark Laws protect the Official Logo of the North Carolina Mountain State Fair. The use of this logo on any item offered for sale or give away is prohibited without proper authorization from the North Carolina Department of Agriculture and Consumer Services. Permission to reproduce this logo for any item may be obtained through the Fair Manager by paying a usage fee of \$150.00 per year.

Farm Machinery Rate

Farm Equipment space will be sold at \$.30 per square foot, plus electrical charges when applicable. As an Agricultural Fair we are glad to offer this rate for machinery that is designed for “on farm” use. This includes farm tractors and implements, Farm Wagons, flat bed trailers, horse/livestock trailers, and skid steer loaders. Lawn mowers, back hoes, or equipment that is tagged for highway use will be classified as Commercial Equipment. These units may be displayed in locations approved by Fair Management at a special rate of \$1.00 per square foot. A minimum space of 20’ x 20’ may be leased, subject to availability. (400 sq. ft. = \$400.00)

When non-standard space is leased for Commercial Exhibits, (ex. Mobile Homes, Trucks and Autos) it may be available in an area with or without front footage. The non-standard spaces are subject to availability and Fair Management discretion at a rate of \$1.00 per square foot.

Non-Profit Organizations

Lease Rates and Fair Admission are the same for these organizations as for Commercial Vendors and Exhibitors.

Wholesale Vendor Supplier Permits and Delivery Information

- All Wholesale Vendor Suppliers who will be selling and/or delivering any consumable food or drink and others such as propane suppliers, during the Fair beginning on Monday, September 4, 2023, must purchase a Wholesale Vendor permit. The permit is required to sell and/or deliver inside the fairgrounds to Exhibitors and Concessionaires.
- A Certificate of Liability Insurance that includes Product Liability is required with a minimum coverage of \$1,000,000.00. The Certificate of Product Liability Insurance must show the N.C. Mountain State Fair as Certificate Holder and Additional Insured
- When a Golf Cart or utility vehicle is used on the grounds, a Certificate of Insurance is required that specifies the unit is covered. Once the Certificate is received, a Golf Cart permit may be purchased through the Exhibits and Concessions Office. The sticker/permit must be placed on the unit before using it on the grounds.
- All vehicles making deliveries must be off the Independent Midway thirty (30) minutes prior to the opening of the fair gates and no vehicle will be allowed further than the designated parking area. This rule will be strictly enforced for your own well-being as well as the safety of visitors and workers

Wholesale Vendor Permits		
	\$150.00	Permit - will allow 2 trucks to enter or park inside the fairgrounds
	\$50.00 each	Additional trucks over 2
	If power is needed, please see Electrical Options above	

Thank you for being a partner with us for the
30th Annual
North Carolina Mountain State Fair.

North Carolina Mountain State Fair
Exhibits and Concessions Office
1301 Fanning Bridge Road
Fletcher NC 28732

828-687-1414 Ext. 210

828-687-8769 Fax

www.wncagcenter.org or www.mountainfair.org

email: Tamara.Crain@ncagr.gov