



Exhibitor Space Agreement

FAIR DATES: SEPTEMBER 6 - 8, 2019

Vendor Rules and Regulations

1. Vendor fees are non-refundable for any reason unless your application is denied. As an outdoor fair, please understand that we are at the mercy of Mother Nature
2. Your food booth must be set-up, staffed and ready to operate for the following times
 - a. Friday – 5pm to 11pm
 - b. Saturday – 10am to 11pm
 - c. Sunday – 10am to 7pm
3. At check-in (Friday, September 6, 2019, 3pm), all exhibitors will receive a map showing the location(s) of their space along with unloading and parking instructions.
4. Each vendor is given 5 passes for entry to the fair. Additional passes may be purchased for \$3.00 **PASSES MUST BE SURRENDERED AT THE GATE**
5. **INSURANCE NEEDED.** Exhibitor must provide proof of insurance with minimum liability coverage in the amount of \$1,000,000 naming the Yorktown Grange Fair Association Inc AND the Yorktown Grange #862 as additional insured. Insurance certificate must be provided at least 2 weeks prior to the start date of the Fair (August 23, 2019).
6. Vendors must provide necessary equipment to operate their booth. Tents, tables and chairs are NOT provided.
7. There is limited free electricity. Vendors are responsible for bringing their own extension cords and booth lighting.
8. Yorktown Grange Fair does not accept responsibility for any lost or stolen items, or for any equipment other than our own.
9. Only one organization or vendor may use each booth space unless prior authorization has been obtained from the Yorktown Grange Fair. All vendors must conduct business in their designated table area only. Fliers, handbills, and petitions will be limited to table area only. Non- table holders may NOT distribute merchandise or fliers of any kind.
10. NO FOOD ITEMS OR BEVERAGES MAY BE SOLD at vendor table other than those specifically identified as food vendors!
11. NO FOOD ITEMS DISTRIBUTED AT ANY TABLE WITHOUT A HEALTH PERMIT from the New York State Department of Health, AND prior approval from the Yorktown Grange Fair.
12. It is the responsibility of all exhibitors to obtain all permits, licenses, etc.
13. Vendors are responsible for collecting and remitting all sales tax, if applicable, to the NYS Comptroller.
14. Yorktown Grange Fair reserves the right to prohibit the sale or distribution of materials that may be illegal, pornographic, or those considered offensive. **Please do not display any merchandise that would be inappropriate for children. This is a family friendly event.** Any decision made by Yorktown Grange Fair officials is final.
15. Vehicles must be parked in approved areas. No vehicles can be driven through the vendor area, so plan accordingly.

16. Hold Harmless: By signing this form, you affirm and agree to hold harmless Yorktown Grange Fair, its directors, officers, employees, agents and assigns from any and all loss, claim, action, suit or liability to third persons (including attorney fees at trial and appeal), from any cause whether directly or indirectly related to this event or this agreement including but not limited to claims for injury to persons including death or destruction of property; whether intentional, negligent or consequential as result of any act or omission or yours, or the officers, director, employees or agents of your business.

AGREEMENT made this _____ of _____ 201__ between YORKTOWN GRANGE FAIR ASSOCIATION, Inc. and

Vendor/Exhibitor: _____

Address, State & Zip: _____

Contact Person: _____

Phone: _____ Email: _____

List specific products to be sold or exhibited: _____

Cost \$ _____

Additional Passes (\$3 each) # _____ \$ _____

Total Cost \$ _____

Minimum of fifty percent (50%) of the total cost, or \$ _____, is hereby acknowledged on signing of agreement. Balance of \$ _____ is due and payable on or before **August 15, 2019** (*cash, money order or certified check*). Contracts cancelled 20 days or less before the Fair will be charged a \$50 cancellation fee, contracts cancelled less than 10 days before the Fair are non-refundable.

Signature _____ Date: _____