



LORAIN COUNTY FAIR

23000 Fairgrounds Road, Wellington, OH 44090

(440) 647-2781 • Fax (440) 647-4544

Email: cnikel@loraincountyfair.com



ON THE WEB:

loraincountyfair.com

2012 Concession/Vendor Information Sheet

Fair Dates: August 20 – 26

Privilege fees have remained the same for the last five years; however, there is a slight increase in fees this year for operational costs and maintenance of our buildings and grounds. To guarantee your space, please do the following:

1. Read, sign, and return the enclosed **yellow contract** as soon as possible, **even if you have already made a deposit. March 15 is the deadline to guarantee space.** Please fill in the reverse side of the yellow contract, if your tent/trailer requires electrical hook-up, stating the minimum amperage requirements for each of your spaces, or if you need special tent placement. *If you are not planning on returning, please fax us a copy of your contract so noting or send us an email, so that we do not follow-up and can fill your space immediately.*
2. **A minimum of \$100 deposit is due** with the signed contract. A deposit must be sent (if not already paid) to guarantee space. **The balance of the privilege fees MUST be paid no later than JULY 31.**
3. **No part of this contract may be sub-leased or transferred.** No item may be added to be sold or promoted.
4. **Every entity that has a contract needs insurance.** If your insurance company does not automatically send an updated certificate of liability, please send us a copy as soon as your coverage is updated to include fair week.

*****Please read the enclosed pages completely....they contain important information!*****

- **GATE TICKETS:** Your contract includes **14 daily gate tickets for your workers**, which may be picked up at the Secretary's Office during office hours beginning August 1 if you have paid your contract in full. Except in the case of food vendors who have regularly paid during fair week, **tickets will not be given without payment of the contract in full.** If you need additional tickets for workers, you can purchase sets of 7 tickets for \$20.00 during the month of August, including throughout fair week. All ticket prices at the gates are \$5.00.
- **YOU ARE REQUIRED TO MAN YOUR BOOTH THE FULL SEVEN DAYS OF THE FAIR:** Displays MUST be open every day 10:00 am until 10:00 pm, except Sunday evening when the release time is 7:00 pm. Please keep your exhibit area clean at all times.
- **SET-UP TIMES:** Set-up is the Friday - Sunday before the fair from 8:00 am - 10:00 pm. Deadline for set-up is Sunday, August 19, by 10:00 pm.
- **CONTRACT:** The only items you are permitted to sell or exhibit are those listed on your contract. If you have any questions about your list, please contact the office **BEFORE** fair begins so we can discuss the differences. *Any request for changes to your contract should be in written form and mailed with your signed contract.*
- **FIRE CODES AND FIRE SAFETY INSPECTION GUIDELINES:** Please see the enclosed Fire Safety Inspection Guidelines and visit www.wellingtonfire.com/index.asp?pgid=175 for the complete code regulations. It is your responsibility to be familiar with these regulations and be in compliance with all fire codes.
- **TRANSIENT VENDOR'S LICENSE:** Per House Bill 612 – All vendors that do not have a permanent place of business in the county where the event is held are required to have a **Transient Vendor's License**, purchased for a one-time fee of \$25.00. If your vendor's license doesn't appear on your contract, please put the number on the front of the yellow contract that you are to sign and return. If you don't have a vendor's license and plan to sell any type of merchandise at the fair, please visit <http://tax.ohio.gov> for more information and forms. Follow the instructions and notify us of the number when you receive it.

The Secretary's office is open year-round 9:00 am – 3:00 pm, Monday – Friday; August 1-19 from 9:00 am – 5:00 pm, Monday – Saturday; and from 8:00 am – 10:00 pm during fair week. Please call Charisse at (440) 647-2781 or email cnikel@loraincountyfair.com if you have any questions. We are here to help you have a successful fair experience.

Thank you for being a vendor at the Lorain County Fair!



LORAIN COUNTY FAIR

2012 Concession/Vendor Regulation Sheet

1. General Rules

The Lorain County Agricultural Society, through its authorized agent who shall be known as Concessions Chairman, shall have the letting of all such privileges as are required to furnish the necessary wants of its patrons or that may add to their comfort, convenience, and pleasure. Under no circumstances will privileges or concessions of questionable nature be sold or in any manner tolerated on the grounds or in the buildings. The Society further reserves the right to deny space to any concessionaire at its discretion.

No privileges or concessions will be sold or permitted which are conducted in any way other than a legitimate manner satisfactory to the Board of Directors.

The Society reserves the right to close any privilege or concession at any time and order its removal from the Fairgrounds and may, if it so desires, declare any concession or privilege fee which may have been paid as a forfeit.

The abuse of any concessionaire of any privilege granted, by extortion, sale of impure or unwholesome food or dishonest goods, or untidy or unsanitary appearance of booths or of their helpers, or other acts or practices objectionable to the Directors of the Lorain County Agricultural Society, will forfeit all rights and privileges without recourse.

No immoral shows, lottery devices, games of chance or gambling of any kind, including pool selling and paddle wheels, will be allowed.

2. Deliveries and Parking

All deliveries of supplies must be made before 10:30 a.m. No trucks or private cars will be permitted on the midway or in the area of the exhibition hall after 10:30 a.m.

All cars and trucks belonging to concessionaires must enter and leave the Fairgrounds at the gate marked "Concession Gate." When not in use, these vehicles must be parked in a designated concession parking area.

3. Health Department

All dining halls, lunch booths, luncheon counters, and other stands shall be substantial in structure and, when serving or dispensing foods, drinks, confections, etc., shall be subject to supervision of the Dairy and Food Division of the Ohio Department of Agriculture, in cooperation with the Lorain County Health Department.

4. Payment of Fees

When a deposit has been made on a concession fee, the final installment must be paid **no later than July 31. First \$100 of deposit is non-refundable.** No refunds will be made after July 31. All concession rental and privilege fees must be paid in advance. No exceptions.

5. Soliciting

No commercial advertising signs, placards or stickers, no slogans or political signs or stickers may be attached in any manner to any vehicle, tree, pole, wall, or any other structure within the limits of the Fairgrounds not immediately concerned with the distribution of the product or service advertised.

No roving solicitation or distribution of literature, or posting or display of signs, or the selling of, or free distribution of, merchandise shall be permitted on the fairgrounds except by qualified exhibitors who may use this privilege only from within the confines of their own contracted concession or commercial rented spaces.

6. Public Address Systems

No public address system or amplifiers are allowed inside of buildings. In outside areas, they must be regulated as not to interfere with neighboring concessionaires.

7. Beverage Regulations

Beverages in glass bottles cannot be sold or given away. Concessionaires must provide closed containers for their ice storage. No alcoholic beverages are allowed on the fairgrounds during the fair.

8. Drawings

Free drawings and giveaways must be approved by the Concessions Chairman. **Live giveaways are not permitted.** Selling tickets for raffles of any kind, immoral shows, lottery devices, games of chance, or gambling of any kind will not be permitted.

9. Handouts and Sale Items

All free handouts and items for sale in commercial spaces must be approved by the Concessions Chairman. **NO HELIUM TANKS** are permitted on the grounds. Helium balloons must be filled off premises.

10. Dogs

There will be no dogs allowed on the fairgrounds during the fair.

11. Insurance

The Lessee is required to carry Public Liability Insurance in the minimum limits of Bodily Injury **\$1,000,000** and Property Damage \$100,000, evidence of such insurance to be supported by a Certificate of Insurance issued by the insuring company. The Lessee agrees to indemnify and hold harmless the Lorain County Agricultural Society for any claims, demands, liabilities, cost or attorney fees arising from, or in any way connected with, Lessee's concession at the Lorain County Fair.

12. Cancellation

It is mutually understood and agreed that, in the event of fire, windstorm, disaster, Act of God, Act of War or Public Authority, riot, accident, strikes, scarcity of energy or fuel, or any act beyond the control or power of either party, preventing the holding of the Lorain County Fair in full or part, neither party shall hold the other liable for any damages of any kind.

13. Laws and Regulations

Lessee shall comply with both State and Federal minimum wage and hour laws, child labor laws, and agrees to hold harmless the Lorain County Agricultural Society from any claim presented by any person entitled to benefits under these laws.

The Lessee agrees to abide by and conform to all Laws of the State of Ohio; and the Laws, Rules, and Regulations of the State of Ohio Agricultural Department; and the Rules and Regulations of the Lorain County Agricultural Society.

14. Outside Vendors – Tents

Please take the time to secure the sidewalls and leave your tent in the upright position. If there is a surcharge for soiled sidewalls, it may be passed onto those that leave their tents in an improper manner.

15. Inside Vendors – Space

Drapes will be furnished in buildings 17, 19, and 23. Please stay within your space. The buildings will open at 9:30 am during fair week.

16. Garbage & Trash Handling

All food trailers **MUST properly dispose** of all waste water in either sewer lines or holding tanks. **Cooking grease** must be placed only in "grease" containers. Garbage should be put in garbage bags, tied shut, and placed next to a trash barrel. All boxes need to be broken down and set next to a trash barrel.

17. Water Supply

In order to hook up to the water supply you must have a 1024/1012 Back Flow preventor on your unit.

18. Electrical Hookup

Any vendor/exhibitor that requires hardwiring must contact the fair electrician for hook-up. Failure to do so will be considered a breach of this agreement and may result in dismissal from the fair. The Lorain County Agricultural Society, dba Lorain County Fair, assumes no liability or responsibility for accidents or injuries that occur as a result of a violation of this policy. All hook-ups will be checked for proper grounding by the fair electrician.