

72nd Middletown Grange Fair, Wrightstown, PA 18940

August 12, 13, 14, 15, & 16 2020

Hours: 10:00am-10:00pm Wednesday & Thursday, 10:00am-11:00pm Friday & Saturday, 10:00am-5:00pm Sunday

Commercial Vendor Contract

Please Complete and Return to: GrangeFairVendors@gmail.com

BUSINESS NAME: _____

CONTACT: _____ EMAIL: _____

BUSINESS ADDRESS: _____

PHONE NUMBER: _____ 2nd NUMBER: _____

TYPE OF PRODUCT / DISPLAY: _____

PA STATE SALES TAX # _____

POSSIBLE LOCATION (IF ABLE TO ACCOMMODATE) _____

Table with 3 columns: Please Circle Desired Size and Location, BEFORE MAY 31st, AFTER JUNE 1st. Rows include 10 x 12 OUTSIDE Space, 10 x 12 INSIDE Barn, 25 x 25 OUTSIDE Space, 25 x 50 OUTSIDE Space, 50 x 50 OUTSIDE Space, 75 x 50 OUTSIDE Space.

TENTS AVAILABLE AT ADDITIONAL COST: 20 x 20 Tent (Email for Cost of Larger Sizes) \$625.00 \$650.00

INSURANCE: A Current & Valid Certificate of Insurance MUST Be Submitted with this Contract. Vendor must supply the Middletown Grange #684 with a current Certificate of Insurance with a Combined Single Limit of Liability for Bodily Injury & Property Damage for a Minimum of \$1,000,000.00. Products and Completed Operations need to be included and shown on the Certificate. Middletown Grange #684 and the Middletown Grange Fair needs to be shown as Additional Insured on the Certificate of Insurance. Middletown Grange #684 and The Middletown Grange Fair are not responsible for the Loss of any property of the Vendor. Any Vendor desiring property (Fire & Theft) coverage on their goods must purchase their own insurance coverage. Middletown Grange #684 and the Middletown Grange Fair are NOT responsible for providing insurance for the Vendors. (Please see attached sample of a completed Certificate of Insurance to provide to your Insurance agent)

SECURITY DEPOSIT: \$100 Security Deposit per Vendor Space. The Security Deposit will only be Charged to your Credit Card in deemed necessary at the end of the fair.

PARKING PASSES: Each full-size commercial exhibit will be provided with 2 complimentary 5-day passes. Additional 5-Day passes can be purchased at \$25 each. # of Additional Passes _____ \$ _____

DISPLAY: MUST be set up by 9:30am Opening Day and MUST remain in place until Close of the Fair on Sunday 5:00pm. Set up may be done Aug. 10th & 11th from 9:00am to 7:00pm.

Security is on the grounds beginning Monday Aug. 10th and will remain in place until 6am on Aug. 17th.

ALL RULES ON ALL SHEETS MUST BE FOLLOWED!

Please Read & Sign Both Sides of this Form and Return with Credit Card Authorization Worksheet & Required Documents

By Signing both sides, you agree to all terms and guidelines set forth for the 2020 Fair.

Signature and Date fields for Exhibitor and Office Use Only. Includes fields for Insurance, Sec Dep, Pass #, Tent \$, Add'l Pass #, Last 4 of CC#, and Total Paid \$.

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RULES & GUIDELINES

Please Read This Page Fully & Completely

Any Vendor Who Disregards Any of the Rules or Guidelines listed below will FORFEIT Their Deposit, and WILL NOT be Invited to Return.

- Every Vendor is required to Check-In prior to entering and setting up in their designated space. Any vendor who does not check in will not be allowed to set-up their display. And will forfeit their rental fee.
- We CAN NOT guarantee exclusivity of Vendors, Displays or Location.
- All Vendors must REMAIN in place until SUNDAY (5:00pm) at the close of the Fair.
- Any Vendor who will be CONSTRUCTING any type of display will be required to contact the Commercial Vendor Department (GrangeFairVendors@gmail.com) for further instructions from the Fire Marshal. These displays must be in place 48 hours before the start of the fair for inspection.
- Any Vendor supplying their own tent must have a Certificate for Proof of Fire Retardancy. Our Fire Marshall will not allow unsafe tents to be used. We do NOT provide lighting for personal tents not rented from our tent company. Lighting must meet the Fire Marshall's Approval. All ELECTRIC is First Come, First Served.
- All Vendors must supply their own HEAVY DUTY Extension Cords. Light duty cords are NOT acceptable.
- All vendors are responsible for making sure that their space is maintained in a professional and orderly manner. And is returned to the same condition that it was before the Fair.
- Please remember, the attractiveness of your display is not only a reflection of yourself and your business, but our event as well. The Fair Committee reserves the right to remove any and all objectionable material at their discretion.
- All Vendors MUST remain within their display space and guidelines. NO handing out of material outside of designated vendor space.
- NO Raffles may be Held by Contracted Vendors.
- Harassment of other vendors or fair patrons will absolutely NOT be tolerated and will result in immediate expulsion.
- NO Selling, Sampling or Dispensing of food, soda &/ water beverages. Special circumstances may be granted by the Fair Committee and the Board of Health ONLY.
- NO demonstration of Power Equipment and or running of Generators are permitted by commercial exhibitors for safety and insurance reasons.
- NO propane tanks or gases are permitted without pre-approval from Fair Committee. All approved MUST be provided by the Middletown Grange Fair Approved Supplier ONLY.
- Every vehicle entering the premises during the hours of the fair, even before 10am is required to pay the \$10.00 Admission Fee, if they do not have a parking pass in their possession. Vendors are responsible for purchasing additional passes for their employees or for reimbursing their employees, whichever they so desire. We will not handle this issue for you.
- All vehicles that are not parked in a designated parking lot by 9:30am each day will be towed at the Owner's expense. The roads / driveways within the Fair are for pedestrian traffic only. No vehicles or equipment are allowed to be driven or moved within the Fair at any time during Fair hours.
- No Dogs are allowed on the Fair Grounds, except for LICENSED & Documented GUIDE DOGS are permitted.
- NO Alcoholic Beverages are permitted on the Premises.
- Any Vendor who does not have their space completely paid for & have all paperwork properly completed and submitted by August 1, 2020 will NOT be permitted to participate in the Fair.
- ANYONE who violates any one of our rules or guidelines will be given a warning, unless the issue warrants immediate attention. If determined by the committee that the Vendor or Display should be removed, it will be removed promptly, even without warning.

By Signing Both Sides, you agree to all terms and guidelines set on forth for the 2020 Fair.

SIGNATURE of

Printed Name

DATE: _____ EXHIBITOR: _____ of Signature _____