

## **BROWN COUNTY FAIR VENDOR/MERCANT RULES AND REGULATIONS**

These Rules and Regulations set forth by the Brown County Agricultural Society define the conduct of the Vendor/Merchant and how the spaces are to be used. The Brown County Fair reserves the right to interpret, amend, revise and delete these rules and regulations. The vendor/merchant agrees to read and abide by all rules and regulations set forth by the Brown County Agricultural Society. Failure to abide by the Rules or Regulations or order issued to vendor/merchant shall forfeit all contracts and rights without recourse and IMMEDIATE REMOVAL from the fairgrounds.

1. Merchant Director, Rick Kragler (937) 213-0736, will make all final decisions for merchants.
2. Merchants may set up on Friday, Saturday or Sunday immediately prior to the Brown County Fair Buildings will be open from 9 AM to 5 PM. Please do not leave valuables in unattended buildings.
3. Merchants not set up by 5 PM on Sunday will forfeit his or her location without refund.
4. The Brown County Fair **does not** supply tables, chairs and/or extension cords.
5. **Booth Hours:** booths are to be manned and maintained from 9AM to 9PM, depending on fair traffic.
6. **Vendor/Merchant Removal: No items are to be removed until Saturday, October 3rd after 9PM.** All vendors must remove items and **PROPERLY CLEAN** booth with all trash taken to dumpster, all vendors/merchants must vacate by Sunday, October 4th
7. The contracted space must be left in the same condition as found. Vendors will be liable for any damage to space/tent beyond normal wear and tear.
8. **Cancellation of Contracts:** If you need to cancel a contract, you must submit a letter to the Merchant Director requesting a refund. No refunds will be issued for cancellation after September 1.
9. All vendor parking will be in the General Parking area. **No** parking in the Brown County Fairgrounds will be permitted.
10. If you need to restock, come in after hours or call Rick Kragler (937) 213-0736

### **VENDOR BOOTH ACTIVITIES**

1. Free handouts, signs, merchandise or other items **MUST** be distributed from the **VENDOR/MERCHANT BOOTH or TENT ONLY**, neither from the aisle nor from the midway. You are responsible for alerting all staff to this policy.
2. Drawings or raffles are to be approved by the Brown County Agricultural Society.
3. All vendor trash must be hauled to the designated areas each day, or more often as needed. It is not to be left in or around trashcans or your booth. This is **YOUR** responsibility.
4. Alcoholic beverages, firearms or knives (other than kitchen cutlery), handcuffs, laser pointers, fireworks, firecrackers, smoke or stink bombs, or bang caps are **not permitted** on the Brown County Fairgrounds.
5. No exotic smoking paraphernalia commonly used in narcotic and drug related activity is to be displayed or sold at the Brown County Fair.
6. No smoking inside Merchant Buildings or outdoor tents.
7. Vendor and Vendor's employees, agents or representatives will conduct themselves and their operations in a courteous and friendly manner. Vendor/Merchant and/or employees must not wear or sell any item that in any manner depicts poor taste. Any actions found offensive or obnoxious by the Brown County Fair, at the Brown County Fair's sole discretion will be immediately terminated upon notice.
8. Third party subleasing of a contracted space is prohibited.
9. Vendor/merchant shall not change booth/tent assignments.