



Campbellford-Seymour Agricultural Society

315 County Rd. 38, P.O. Box 728, Campbellford, ON K0L 1L0
Email: campbellfordfair@outlook.com Website: www.campbellfordfair.ca
Phone: 705-653-5338

TO: VENDORS INTERESTED IN VENDOR SPACE AT CAMPBELLFORD FAIR

(FOOD TRUCK VENDORS PLEASE SEE FOOD VENDOR APPLICATION FORM)

DATE: August 9th to 11th, 2024

VENDOR HOURS: Friday August 9th- 5:30pm-9pm
Saturday August 10th- 10am-7pm
Sunday August 11th- 10am-4pm

PASSES: Vendor space includes TWO weekend admission passes to the grounds. You may purchase additional weekend passes for \$30 each. Passes will be mailed out once Full Payment is received.

INSURANCE: We require each Vendor to carry Liability Insurance and to provide us with a copy of their Certificate of Insurance of Memorandum of Insurance upon acceptance of application due before July 1st, 2024. If you require insurance, please visit Duuo on-demand insurance at www.duuo.ca. Duuo provides affordable short-term vendor insurance coverage that can be purchased online in just a few clicks. An exclusive rate has been negotiated with Duuo for vendors attending events we host.

SET UP/ TEAR DOWN: All booth space shall be setup prior to 4:00 PM on Friday of the Campbellford Fair. NO BOOTH SHALL BE REMOVED FROM THE GROUNDS PRIOR TO THE CLOSING OF THE CAMPBELLFORD FAIR AS OUTLINED ON VENDOR CONTRACT. Please check in with the fair office in the curling club upon arrival and you will be advised where your space is located.

APPLICATION: Enclosed is a contract for your consideration. Please email your application to campbellfordfair@outlook.com

PAYMENT: We require FULL PAYMENT upon **acceptance of your application** to reserve your space. Your FULL fee is required by **July 1, 2024**. Payment can be made to the Campbellford-Seymour Agricultural Society via:

- E-transfer to treasurer.campbellfordfair@gmail.com
password: campbellfordfair
- Cheque Payable to Campbellford-Seymour Agricultural Society

APPLICATION FOR VENDOR SPACE
2024 CAMPBELLFORD FAIR

BUSINESS: _____

APPLICANT'S NAME: _____

E-MAIL: _____

PHONE: _____

ADDRESS: _____

CITY: _____

POSTAL CODE: _____

PLEASE DESCRIBE THE PRODUCTS THAT YOU WILL BE SELLING OR DISPLAYING:

**COPY OF LIABILITY INSURANCE CERTIFICATE OR MEMORANDUM OF INSURANCE MUST BE RECEIVED UPON
ACCEPTANCE OF APPLICATION, DUE BEFORE JULY 1, 2024.**

ITEM	TOTAL
Outside Vendor Space: \$60 per 10ftx10ft space Bring your own tent	\$
Indoor Vendor Space: \$80 per 10ftx10ft space	\$
Children's Activity Vendor Space: \$60 plus a donation of a door prize	\$
Extra Weekend Passes _____ x \$30 per pass	\$
13% HST	\$
TOTAL	\$

DECLARATION: I hereby agree to comply with all the terms & conditions set out on this application.

Name: (print) _____ Date: _____

Signature: _____

Please return completed application to:

Campbellford-Seymour Agricultural Society, P.O. Box 728, Campbellford ON K0L 1L0 campbellfordfair@outlook.com

CONFIRMATION OF SPACE: Signed for Campbellford Fair: _____ Date: _____

2024 CAMPBELLFORD FAIR VENDOR SPACE

Terms and Conditions

1. All concessions must be open to the public for the days and hours stated on the application. Under no circumstances may booths be closed during the fair.
2. The vendor agrees to sell only those products or services declared on this approved application. Any changes or additions must be approved by Campbellford-Seymour Agricultural Society prior to implementation.
3. All food vendors attending the Campbellford Fair agree to maintain a clean premise and observe sanitary food handling practices. **All food vendors are required to complete a Special Event for the Health Unit and provide a copy to the Campbellford Fair at least two weeks prior to the opening of the Fair. All food concessions are subject to inspection by the Health department. This form is to be completed by the vendor and submitted to the health unit. Failure to do so will result in inability to setup/operate at the fair.**
4. The following criteria must be met by all food vendors:
 - a. Beverages must be sold in plastic or paper cups or cans. No glass bottles allowed.
 - b. Fire Extinguisher must always be supplied and present in food booths.
 - c. Vendors are not permitted to sell Candy Apples or Candy Floss during the fair weekend.
5. Campbellford-Seymour Agricultural Society reserves the right to reject, prohibit or remove exhibits, or any part thereof, and/or to expel exhibitors or their personnel.
6. All electrical work, extension cords, equipment, devices and appliances must be accordance with the electrical safety standards.
7. The safety committee of the fair board may inspect the site at any time and make recommendations if needed.
8. Vehicles, whether car or truck, must be parked in an orderly fashion to minimize traffic congestion and possible personal injury to all persons on the grounds.
9. Any concession and displays involving moving parts should not provide access to those, especially to children.
10. Machinery or vehicle displays must provide the level of safety as desired by the Agricultural Society.
11. No knives, laser pointers, fake cigarettes, lighters/or smoking devices, stink bombs, cap guns, fire crackers, or any other explosive devices to be sold.
12. Campbellford Fair is a rain or shine event. Please plan accordingly. Refunds will not be issued for inclement weather.
13. Dog/pet policy: Pets are NOT allowed entry to the Campbellford Fairgrounds except show competitors. Licensed dog guides and service animals are welcomed.
14. No vendor space will be closed, vacated or removed until Sunday at 4pm.
15. Campbellford Fair has the right to remove any concession from the premises at any time.
16. FULL payment is required by July 1st via e-transfer or cheque. Payments are non-refundable.
17. Please visit the fair office in the curling club upon arrival, to receive your site.
18. Passes will be mailed out 2 weeks prior to the fair.
19. **CSAS required proof of Liability Insurance Coverage for vendors. Please attach copy to signed contract. CSAS has the right to deny vendor exhibit space if certificate of insurance is not received.**
20. **Exhibitors agree to hold the CSAS harmless from any and all liability arising of the exhibitor's occupancy of the fairgrounds. While all precautions will be taken to guard against loss of equipment or display material, the CSAS will NOT assume any responsibility of losses that may be incurred from pilfering, water damage, fire, accident or any other cause. Exhibitors are advised to insure their own good against any such loss.**
21. The Agricultural Society wishes to work and co-operate with all exhibitors and visitors in order to provide an accident and injury free Agricultural Exhibition. **Campbellford-Seymour Agricultural Society has the right to close any concessionaire for not obeying this contract and their money will not be refunded.**