

HUNTSVILLE & DISTRICT AGRICULTURAL SOCIETY
P.O. BOX 5064
HUNTSVILLE, ONTARIO
P1H 2K5

VENDOR RULES AND REGULATIONS

- 1) Please find attached a Vendor Application Form, which is to be returned ASAP. Space fills quickly, so to ensure your spot, please return as soon as you can.
- 2) Set up times are Thursday, September 19th from 7 pm to 9 pm, and Friday, September 20th from 9 am to 3 pm.
- 3) Your space rental entitles you to 2 vendor passes. Additional passes must be purchased from the vendor chairperson before the fair opens. No admittance will be allowed without a pass, no matter who they are.
- 4) The fair closes at approximately 11 pm on Friday and Saturday and Sunday at 4 pm. No one will break down displays before 4 pm on Sunday. If you sell out of your product you will still be required to stay until 4 pm.
- 5) The Huntsville and District Agricultural Society has security for Thursday, Friday and Saturday evenings, but cannot assume responsibility for stolen or damaged goods.
- 6) Vendors are responsible for their own liability insurance. Please send a copy.
- 7) All food vendors must have a certificate from their home town health unit.
- 8) All vendors using propane must be inspected prior to the fair. There will be an inspector available.
- 9) **Vendor space will be allotted to you by the Vendor chairperson. No one shall choose their own spots.**
- 10) All forms are to be sent to the above address.
- 11) Vendor space for 2019 fair: \$10.00 per foot outside.
- 12) **Full non-refundable payment must be sent with your application to secure your space**
- 13) Anyone found not complying with the above rules will be asked to leave, with no refund.

Vendor Application Requirements:

Vendor Name: _____

Address: _____

Phone #: _____

Email: _____

Type of

Sales: _____

Space Required:

Inside (\$15.00/foot) _____ Outside (\$10.00/foot) _____

Non-profit/Charity: _____

Liability Insurance

Company: _____

Policy # _____

Coverage _____

of Employees _____

Criminal Record Check _____

Health Unit Certificate _____

Propane _____

Any Vendor's that plans on staying overnight must notify the board and declare this on this application. You must describe the space you will be staying in and the size. There will be no guarantee that your trailers will be located near your vendor space. If we can accommodate you, your trailer will be located somewhere on the grounds where the board can fit you. A minimum \$100 fee will apply, this amount could be raised depending on your size. You will not have access to electricity or water/sewer.

Please fill in the following if you require space for a trailer

Description of Trailer: _____

Size: _____

Please sign & date below, this is acknowledging the 2019 Vendor Rules & Application for the Huntsville & District Agricultural Society Fall Fair.

Signature: _____ Date:
