



FRANKLIN COUNTY FAIR

2024 Vendor Rules and Regulations

The following are policies governing commercial exhibits. These policies have been adopted by the Franklin County Agricultural Society from here forward referred to as the Franklin County Fair and will be enforced. They apply to all concessions and exhibits. The Franklin County Fair office will be open from 9:00 AM. until 5:00 PM. the week prior to opening of the Fair. Concessions Office will open on Tuesday Sept. 4 at/or before 8AM.

THE FRANKLIN COUNTY FAIR WILL ALLOT SPACES ON A FIRST COME, FIRST SERVE BASIS, TAKING INTO CONSIDERATION FIRST, THE EXHIBITORS FROM THE PREVIOUS FAIR. THE BEST SPACE AVAILABLE WILL BE PROVIDED, TAKING INTO CONSIDERATION TYPE OF EXHIBIT AND LOCATION OF OTHER BOOTHS. THERE ARE NO EXCULSIVES ON ANY PRODUCT.

CHECK IN/SETUP

1. Please check in at the Concessions Office on the east end of the Dole Building before you set up. Set-up of commercial exhibits **CAN NOT** be earlier than Tuesday, September 4, 2024. There are no security personnel on grounds, until opening date of Fair on Thurs. September 5, 2024.

2. **ABSOLUTELY NO HOLES IN THE PAVEMENT- A FINE of \$500 WILL BE CHARGED PER HOLE.**

3. All exhibits must be in place and open for the general public by **3:00 P.M., Thurs Sept. 5, 2024.** *Hours of operation sheet will be provided when available.*

4. FCAS Office cannot answer questions regarding, health, hawker/peddlers' licenses, etc. Please use the information provided to get your questions answered. Vendors are responsible for all permits and fees and failure on their part to obtain them before the start of the fair does not allow for a refund of any monies paid to the Franklin County Fair.

5. ***The sale of pornographic material, drug paraphernalia or symbols, martial arts materials, weapons, knives, no live animals (i.e.: Goldfish) shall be offered as any prize, or other articles deemed offensive by management will be strictly prohibited by the Franklin County Fair. Infractions may cause immediate dismissal from the Fairgrounds.***

Also, sale of merchandise which was **not** been pre-approved will be an infraction of contract and may cause immediate dismissal from the Fairgrounds and/or vendor will be instructed to pull all unapproved merchandise.

6. The Fair employs security, traffic control, and other personnel to protect property on the grounds and assure the safety of people. The Fair and its officers and employees are not responsible nor liable for any damage or injury resulting from theft, fire, the elements, accidents, or other conditions or causes, whether to exhibits, property of concessionaires / exhibitors, vehicles on the grounds, articles left therein, or any other property of any nature whatsoever.

7. **Exhibitors, employees, and their representatives shall operate strictly within the limits of their contracted area(s) and will not operate in the aisles or roadways. Exhibitors shall insure that all employees and representatives shall be clean, orderly, and polite in their conduct and speech and that the exhibit space is kept clean, with no accumulation of trash, paper, or other combustible material.**

Booths set up in the Dole and Grandstand buildings must be arranged so as not to obstruct the view of other booths. Partitions or signs placed around, or part of any exhibit shall not be more than six feet high in CENTER SPACE EXHIBITS or eight feet high in back and five feet high INSIDE SPACE EXHIBITS and shall not extend beyond the space allotted. When such partitions are used, they must be neatly backed in such a manner as not to detract from the appearance of space occupied by adjoining exhibitors and must be acceptable to the Fair. ***No animals are allowed in or around any booth area. Concessions must remain in place throughout the entire fair period. Failure to comply will jeopardize space at future fairs.***

7. Under no circumstances will any person or firm be allowed to place any advertising matter upon buildings or trees or any place on the fairgrounds, nor will they be permitted to distribute advertising/promotional materials outside the space assigned to them.

All signage must be of first-class quality and signs CANNOT EXTEND INTO THE AISLES but must be confined to the booth area or space allocated. Fair Management shall have the right to require an exhibitor to remove any sign considered, in Fair Management's opinion, to be undesirable or unacceptable.

8. When an exhibitor ships items or merchandise to the Franklin County Fair for exhibit use, Exhibitor is to be sure the cartage company provides sufficient labor and, if necessary, a fork-lift to unload and move goods to the exhibit location. It is strongly recommended the exhibitor be in attendance to receive any shipments prior to the Fair. *THE FRANKLIN COUNTY FAIR WILL NOT BE RESPONSIBLE FOR ANY SHIPMENTS WHICH ARE SENT TO THE FAIRGROUNDS. THE VENDOR/EXHIBITOR ASSUMES ALL RESPONSIBILITY FOR MERCHANDISE, ITEMS, ETC. SHIPPED TO THE FRANKLIN COUNTY FAIR.*

9. Franklin County Fair assumes no responsibility for salaries or expenses for any employee or employees of the Exhibitor nor any debt incurred by the Exhibitor in fulfillment of the attached agreement; nor for any accidents or damages to or by any article, animal or person belonging to or employed by the Exhibitor on the Fairgrounds or in preparation or removal of any concession or exhibit.

10. Exhibitor will comply with all applicable Policies and Regulations of the Franklin County Fair, the directives and regulations in the current year's Commercial, Health Department Regulations and directives, the Uniform Fire Code, state and federal laws.

11. Exhibitor will surrender possession of the premises to the Fair at the expiration of the attached agreement without further notice. Exhibitor will leave premises in as good repair as they were prior to the occupancy, excepting allowances for reasonable wear or damage by fire caused without the fault of the Exhibitor. Exhibitor will remove all structures, appliances, and other personal property from the Franklin County Fairgrounds within one (1) day after the close of the current year's Fair, unless permission in writing for an extension is granted by the Concessions Director. Exhibitor will forfeit all rights and ownership of property not removed within one (1) day of a valid extension.

12. Exhibitor will pay and be responsible for all licenses, taxes and permits of Federal, State, County or Municipal government.

13. Exhibitor will register any drawing or give-away in conjunction with an exhibit at the Franklin County Fair in the Concession Office prior to the start of the fair; article and date of drawing shall be listed in writing. Exhibitor will file a complete list of winners with the Concession Office before the expiration of the current year's fair. Exhibitor will hold all drawings prior to the closing of the current year's fair and notify the fair of all winners and description of the prizes received.

CONTRACT:

1. In the event of a breach of contract by exhibitor, Franklin County Fair shall be entitled to terminate the enclosed contract and to retain any and all rental fees paid by exhibitor as liquidated damages. If Franklin County Fair breaches the enclosed contract, its liability is limited to the amount of rental fee paid by exhibitor.

Due to the special circumstances of the pandemic; if the Franklin County Agricultural Society has to cancel the fair, the vendor will receive a full refund.

INSURANCE:

1. The exhibitor shall indemnify and hold Franklin County Fair, it's Officers, Agents, and Employees harmless from any loss or expense arising out of any claim for personal injuries or property damage due to exhibitors' use of the leased space.
2. The Franklin County Fair reserves any claim it may have to sovereign immunity as a defense to any action arising in conjunction with the attached Agreement.
3. The Franklin County Fair requires ALL exhibitors/concessionaires to have a General Liability Policy that shall provide and maintain throughout their occupancy of Fair premises, the following:
 - Minimum limit of \$1,000,000 Public Liability (per person) with coverages of \$100,000 property damage and \$500,000 Products/Completed Operations.
 - The exhibitor/concessionaire shall be named insured on the policy, and the Franklin County Fair, It's Officers, Agents and Employees shall be additional insured's thereon. Please inform the agency to be sure they include this on the policy exactly as underlined. Policies will not be accepted without the additional insureds listed.
4. Proof of insurance must be provided to us before setting up at the fair. Please mail or email (fcasconcessionsinfo@gmail.com) a copy of your Certificate of Insurance. **We offer insurance to vendors who need it at an additional cost (varies by booth type).**

DELIVERIES:

Vehicles will be allowed on the fairgrounds to service commercial and concession displays **between 7:00 a.m. and 9:00 a.m. only** during the Fair. NO VEHICLE WHICH HAS NOT BEEN DESIGNATED AS PART OF THE EXHIBIT WILL BE PERMITTED ON THE MIDWAY, OR ANY OTHER NON- DESIGNATED AREA, and AFTER 9:00 A.M. Parking is **NOT** allowed in front of building doorways, to block vehicle lanes, any areas of the midway roadway, or in specified fire lanes when unloading/loading. Unload/load your vehicle quickly and remove the vehicle from the fairgrounds as soon as possible. Security will tow vehicles illegally parked on or near the concession or exhibit space. **DO NOT** at any time drive your vehicle on any part of the midway during the hours of 9:00 A.M. through 11:00 P.M. There is NO Parking in the Horse Barn Area.

ELECTRICAL:

1.The Fair will provide each exhibitor with one 110-volt, 20-amp service. Electrical appliances such as kettles, coffee pots, space heaters, air conditioners, hot plates, etc., drawing more than 200 watts and which are intended for personal convenience of exhibitors and their staff are not allowed. Costly power failures have occurred due to overloading by exhibitors of electrical currents.

2.All electrical appliances sold and displayed for sale or used for demonstration must be U.L. approved --not just the parts only, but the complete product. Exhibitors must have GROUNDED EXTENSION CORDS and all cords on any electrical device must be GROUNDED.

3.All extension cords must be heavy enough to carry the electrical load for the exhibit. All lights used in the exhibit must have guards to prevent burns. All lamps for lighting fixtures shall be protected from accidental contact or breakage by a suitable fixture or lamp holder with a guard. All Extension cords must be supplied by the vendor.

4.Refrigerators and freezers in the permanent booths may not be turned on until one week prior to the fair and must be turned off within one week after the fair. If we find them on you will be assessed additional electrical fees. The Franklin County Fair will not be responsible for any lost product left in an appliance.

FIRE EXTINGUISHERS Fire extinguishers are in the Dole & Grandstand buildings. Permanent Food Booths must have adequate Fire Extinguishers. Please refer to or contact the Greenfield Fire Dept. for complete regulations.

GOLF CARTS Drivers of service vehicles need to be licensed and must be insured by the person in charge of the vehicle. Children are not to be driving service vehicles at any time, for any reason.

Entry Tickets

1. Exhibitors will be provided up to four (4) complimentary personal admittance passes including parking as a part of their contract., and up to 10 (ten) one shot passes. A limited number of additional 4-day fair admittance passes for \$20.00 each and **ONLY** one (1) additional vehicle pass may be purchased by the exhibitor for an additional fee. Single Day Tickets are available for \$6.00 each. These credentials are intended for exhibitors and employees who will be staffing the exhibitor's contracted space and **ARE NOT FOR CUSTOMERS, FRIENDS, ETC.** **These credentials will be provided to exhibitors by the Concessions Superintendent during set-up of displays and prior to official opening day of Fair. NO CREDENTIALS WILL BE MAILED.** Personal passes must be in the possession of the exhibitor and/or the exhibitor's employees to enter the fairgrounds once the Fair has officially opened--if not, exhibitor and/or employee will be required to pay full gate admission to enter the grounds. Make sure all employees are aware of this requirement. **ABSOLUTELY, UNDER NO CIRCUMSTANCE, WILL THERE BE ANY "NAME LIST AT ANY GATE FOR VENDOR PERSONNEL.** Vehicles not having the proper vehicle admission pass in full view will not be allowed grounds access. Credentials are **NOT** to be duplicated for any reason, used in connection with any promotion during the Fair, nor will money be refunded for purchase of any personal or vehicle credential under any circumstance. **IF A CREDENTIAL IS LOST, IT WILL NOT BE REPLACED WITHOUT PAYMENT OF THE PROPER FEE.** Replacement fee, once verified, will be \$10.00. The Franklin County Fair management reserves the right to refuse to replace all credentials.

Exhibitor, exhibitor's agent(s), and employees further understand and agree that they are prohibited from selling or reissuing any Franklin County Fair credentials for public sale. ***No credentials will be issued, under any circumstances, until all applicable fees are paid in full. These credentials allow exhibitors and their employees to enter thru the main gates of the fairgrounds but do not include special events or shows.***

ALL FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE

CAMPING:

Camping is allowed on the fairgrounds in designated areas at a charge of \$30 per night this includes water and electrical hook ups. There are no sewer hook ups. There is a dump station that may be utilized after the conclusion of the event.