



ORLEANS COUNTY CORNELL COOPERATIVE EXTENSION

2011 ORLEANS COUNTY 4-H FAIR COMMERCIAL EXHIBITS CONTRACT (Page 1 of 2)

NO EXHIBITORS MAY PARTICIPATE IN THE FAIR UNTIL SIGNED AGREEMENT AND CERTIFICATE(S) OF INSURANCE ARE RECEIVED AS SET FORTH HEREIN. ALL CONTRACTS ARE FIRST COME FIRST SERVED UPON RECEIPT OF DEPOSIT.

Agreement is made between the Exhibitor and the Orleans County Cornell Cooperative Extension (OCCCE).

Exhibitor: _____ Tax ID#/SSN _____

Address of Exhibitor: _____

Telephone: _____ Date: _____

- 1. THE EXHIBITOR DESIRES TO PREPARE AND DISPLAY goods or services at the Orleans County 4-H Fair: Menu and price list must be attached!

OCCCE reserves the right of refusal of any exhibit.

- 2. RULES ON TAXATION AND FINANCE: The exhibitor is required to possess and display their original Certificate of Authority authorizing the collection and filing of New York State Sales Tax. This applies only if you are selling taxable items during the Fair.

- 3. DEPOSIT: A \$150 deposit is REQUIRED of all commercial exhibitors by July 1st. Your spot is not guaranteed until the deposit is received. Teardown before midnight Saturday will result in forfeiture of deposit. If your display remains in place until the specified tear down times your deposit will be refunded within 30 days of the close of the event. Deposits will also be forfeit in the case of a no show. Release time for Outdoor exhibits will be after 12:00am on Saturday night. Indoor exhibits will be released at 8:00am Sunday.

4. RATES:

INSIDE SPACE: 10-foot increments (10', 20', etc.) x 11 feet in depth at a rate of \$20.00 per foot of frontage. Exhibitor agrees to pay \$_____ rental fee. Desired front footage _____.

OUTSIDE SPACE: 20' x 20' - \$100.00 rental fee.

LARGE DISPLAY: 40' x 60' - \$175.00 rental fee.

FOOD CONCESSION: 20' x 20' - \$350.00 rental fee (see #4 for power requirements).

____ Please check here if you would like to camp. Camping is available at the cost of \$75.00 for the week.

- 5. PAYMENT: All fees are due and payable upon return of this contract and are non-refundable. When contract and payment in full are received you will be sent the yellow copy for your records. Checks must be made payable to the Orleans County Cornell Cooperative Extension. Please mark on check that this is for Commercial Exhibits. Payment made after July 1st must be in the form of a money order or certified check. NO PERSONAL CHECKS will be accepted for rental fees AFTER JULY 1st.

Deposit \$ 150.00 plus Space Fee \$ _____ = Total amount enclosed \$ _____

Mail to: Orleans County Cornell Cooperative Extension
C/O Commercial Exhibits Chairperson
12690 NYS Rt. 31
Albion, NY 14411

6. COMMERCIAL EXHIBITOR POWER REQUIREMENTS: INCLUDING LARTZ BUILDING: Please indicate electrical appliances and the number that will be used in your booth. State voltage and amp usage for each. There will be a \$2.00/amp charge for any amps in excess of 50 amps. Any food vendor that requires electric for a food storage unit(s) must pay \$50 per unit. **Exhibitor's booths will be monitored for usage by the Fair Electrician at an unannounced time during Fair week. PLEASE BE SPECIFIC!!!** Electric is 3 Phase at 208 Volts.

Number and type of outlets needed: _____ 110 _____ 220

Circuit breaker protection (in amps): _____ 110 _____ 220

* Exhibitors must supply first 50' of electrical cord.

Plug Style - sketch

7. LARTZ BUILDING EXHIBITORS: If you are using electric for anything other than lights, (i.e.: computers, hot plates, etc.) please indicate what you will be using:

8. INSURANCE: IN EXCHANGE FOR THIS CONTRACT TO EXHIBIT THE EXHIBITOR SHALL defend, protect, indemnify, and hold harmless the Orleans County Cornell Cooperative Extension, as required in the Addendum INCLUDING A CERTIFICATE OF INSURANCE EXACTLY as described in the Addendum.

9. ON THE FAIRGROUNDS:

- **NO BULK WATER, ONLY BOTTLED WATER PERMITTED.**
- **ALL WATER TANKS MUST BE EMPTY UPON ARRIVAL AND MAY BE CHECKED BY THE ORLEANS COUNTY HEALTH DEPARTMENT.**
- **NO HUMAN WASTE OR WASTE WATER IS TO BE DISCHARGED ON THE GROUNDS**
- **WASTE WATER IS TO BE DUMPED AT SPECIFIED LOCATIONS ONLY. CONTACT FAIR MANAGER FOR DETAILS.**
- **VIOLATIONS WILL BE SUBJECT TO A MAXIMUM \$500 FINE.**
- **NO LIQUID WASTE OF ANY KIND TO BE DISCHARGED TO THE GROUND.**

10. The Commercial Exhibitor agrees to abide by all rules and regulations set forth in this contract and the attached Concessions/Vendors Handbook.

11. MUST HAVE IN OFFICE BY JULY 1ST: (1.) Contract (2.) Tax ID # (3.) Deposit (4.) Fee (5.) Hold Harmless Cert. (6.) Original Certificate of Insurance.

Printed or Typed Name of Exhibitor

Orleans County Cornell
Cooperative Extension Director

Signature of Exhibitor

Date