



January 2018

**HELP US CELEBRATE THE 165<sup>th</sup> BEAVERTON FALL FAIR**  
**“Homegrown, Handmade & Farm Fresh”**  
**SEPTEMBER 14 & 15, 2018**

**BOOK YOUR BOOTH TODAY!**

The Beaverton Fair attracted approximately 2,000 adults (over age 14) and 500 children in total over the three days last year. We have struggled the last ten years with attendance, weather and now the lack of the midway so it was a board decision to move to a two-day Fair.

**COMMERCIAL EXHIBITORS**

Indoor (10' x 10' space)	\$100.00 – if confirmed with payment by March 31
	\$125.00 – if confirmed after March 31 and before August 31
	\$150.00 – if confirmed after August 31
Outdoor (10' x20' space)	\$ 75.00 – if confirmed with payment by March 31
	\$100.00 – if confirmed after March 31 and before August 31
	\$125.00 – if confirmed after August 31

- Commercial Vendors will receive 2 weekend passes which includes a parking space for indoor vendors across the street. Additional passes maybe purchased in advance at a discounted price. (see attached vendor contract for details)
- Commercial Vendor will receive listing on social media accounts and website if confirmed by March 31.

**Items to be noted**

- Indoor space is limited and is issued on a **first come first serve** basis with preference to long time vendors.
- Outdoor space - vehicle & trailer parking will be included in the space allotted at the discretion of the Society. Please indicate on contract if you wish to park a trailer on your space.

**COMMUNITY SERVICE CLUBS** receive a free space based on availability. The space is to be used to increase community awareness and fund-raise. If the Service Club is selling an item for profit, there will be a 10% fee. Community Service groups depending on availability will generally be in the Curling Club or Outside. (See attached Community Service Contract for details)

**AGRICULTURAL GROUPS** receive a free space as the Society's objective is to increase an awareness and appreciation of agriculture and the rural lifestyle. (See attached Agricultural Awareness Contract for details)

The Rules and Regulations are attached. Please read in detail before signing the contract. Complete all areas of the attached contract that pertains to your organization and **return contract with full payment and Certificate of Insurance listing Beaverton Agricultural Society and Township of Brock as Additional Insured**, to the address above to reserve your space.

For further information please email [vendor@beavertonfallfair.ca](mailto:vendor@beavertonfallfair.ca)



**VENDOR CONTRACT**  
**Beaverton Fall Fair - September 14 & 15, 2018**

<b>Business or Group Name:</b>		
<b>Contact:</b>		
<b>Mailing Address:</b>		
<b>Phone Number:</b>		
<b>E-mail Address:</b>		
<b>Website/Facebook Page:</b>		
<b>PRODUCT OR SERVICE:</b> (please list all products)		
<b>Space Required</b>	INDOOR (10' x 10') X _____ OUTDOOR (10' x 20') X _____	<b>Booth #</b>
<b>Special Requirements:</b>		
Electricity: Yes No ( <i>please circle</i> )		
Number of Tables: _____ Number of Chairs: _____ (each vendor will receive 1 8ft table & 2 chairs, additional tables are based on availability)		
Other:		
OUTDOOR VENDOR: Specify if you need to park a trailer on site: Yes No ( <i>please circle</i> )		
<b>Insurance:</b> (please check one)		
<input type="checkbox"/> My business has required insurance and will provide a copy by August 31, 2018, listing Beaverton Agricultural Society and Township of Brock as additional insured.		
<input type="checkbox"/> Indoor Vendors - I would like to purchase two-day insurance.		



<b>Business Name:</b>		
<b>SPACE RENTAL</b>		
INDOOR Commercial (10' x 10')	\$100.00 (before March 31) \$125.00 (between April 1 – Aug 31)	\$
OUTDOOR Commercial (10' x 20')	\$ 75.00 (before March 31) \$100.00 (between April 1 – Aug 31)	\$
<b>PASSES</b> - Commercial (2 free per space which includes 1 parking space )		N/A
<b>ADDITIONAL PASSES</b>		
Day Passes (max 10 @ \$5.00)	#	\$
<b>VENDOR INSURANCE</b> \$35.00	2 days Indoor Arena	\$
<i>Passes will be mailed on August 1, 2018</i>	<b>TOTAL PAYMENT DUE</b>	<b>\$</b>

I hereby acknowledge that I have read the rules and regulations pertaining to the booth rental for the Beaverton Fall Fair. I agree to abide by them.

SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_

Business or Group Name: \_\_\_\_\_ **Note:** Full payment is required.

**Return Contract with full payment to reserve your space at the Beaverton Fall Fair. Certificate of Insurance is due by August 31, 2018.**

**\*NOTE: Certificate of Insurance must include Beaverton Agricultural Society and Township of Brock as Additional Insured. Contract will not be confirmed until receipt of Certificate of Insurance.**

*To be completed by Beaverton Agricultural Society:*

Contract Received  Insurance Received  Payment Received  Insurance Paid

Vendor Passes Mailed

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Further Info [vendor@beavertonfallfair.ca](mailto:vendor@beavertonfallfair.ca)



BEAVERTON AGRICULTURAL SOCIETY herein referred to as "the Society"

**VENDOR RULES & REGULATIONS**

These Rules and Regulations shall be enforced for all vendors commercial, community service clubs, agricultural awareness and farmers market. Failure to comply with these rules could lead to expulsion from the grounds. This document is part of the contract between vendor and Beaverton Agricultural Society.

<b>INDOOR SPACE</b>	<ul style="list-style-type: none"> <li>• 10 ft. X 10 ft. floor space</li> <li>• one table (8' X 2') and two chairs are provided</li> <li>• hydro is included</li> <li>• vendor must provide their own heavy-duty extension cord</li> </ul>
<b>OUTDOOR SPACE</b>	<ul style="list-style-type: none"> <li>• 10 ft. x 20 ft. ground space</li> <li>• trailers and vehicles may be parked behind display at the Society's discretion</li> <li>• hydro is included, vendor must provide their own heavy-duty outdoor extension cord</li> <li>• water hookup will be supplied as needed but must be indicated on your application</li> <li>• chairs and tables will be provided upon request</li> </ul>
<b>BOOTH PREFERENCE</b>	<ul style="list-style-type: none"> <li>• the "Society" reserves the right to locate, re-locate or alter the space assigned</li> <li>• vendor does not have the automatic right to occupy the same space as in previous years</li> <li>• space is assigned on a first come first served basis, once contracts are returned with full payment</li> <li>• you must remain within the space assigned</li> </ul>
<b>NO SUBLETS</b>	<ul style="list-style-type: none"> <li>• vendors may not under any circumstances sublet any or all their space under terms of the contract without permission from the Society</li> </ul>
<b>TYPE OF OPERATION</b>	<ul style="list-style-type: none"> <li>• all products and/or services being displayed must be detailed on the contract</li> <li>• any food products for sale must pass all Health Code Regulations</li> <li>• only products and/or services listed on the contract can be displayed</li> <li>• no weapons or drug paraphernalia are permitted on the grounds</li> <li>• only authorized lotteries and draws will be allowed</li> <li>• the Society reserves the right to demand the removal of any item(s) offered for sale or any operation that was not clearly approved or understood under "Specific Product or Service Being Displayed" on the Contract</li> </ul>
<b>SET-UP</b>	<ul style="list-style-type: none"> <li>• Thursday 1:00 pm to 8:00 pm</li> <li>• Friday 8:00 am to 11:00 am</li> </ul>
<b>HOURS OF OPERATION</b>  <b>INDOOR VENDORS</b>  <b>OUTDOOR/ FOOD VENDORS</b>	<ul style="list-style-type: none"> <li>• displays must be open and ready for public each day when the fair opens</li> <li>• displays must not be dismantled in any way until 7:00 pm on Saturday night or Sunday between 10:00 am and noon (any items left behind will become the property of the Society)</li> <li>• displays must be staffed during all hours of fair operation (subject to change)</li> </ul> Friday 12:00 pm to 10:00 pm Saturday 9:00 am to 7:00 pm ( <b>Arena/Curling Club closes at 7 pm</b> )  Friday 12:00 pm to 11:00 pm Saturday 9:00 am to 11:00 pm



<b>DISPLAY</b>	<ul style="list-style-type: none"> <li>vendors must have clean, respectable booth or display suitable for family viewing</li> <li>displays, advertising material, demonstrations and/or product sold must be kept within confines of your space</li> <li>when using sound and/or video ensure that disturbance to the neighboring vendor is minimal</li> </ul>
<b>LIABILITY</b>	<ul style="list-style-type: none"> <li>the Society takes precautions to guard against the loss of equipment or display material by providing security Friday and Saturday</li> <li>the Society will not assume any responsibility for the losses which might be incurred from pilfering, water damage, fire, accident or other cause</li> </ul>
<b>INSURANCE</b>	<ul style="list-style-type: none"> <li>vendor <b>MUST</b> insure their own goods and/ or equipment against loss</li> <li>vendor <b>MUST</b> provide a certificate of insurance confirming Commercial General Liability Insurance for a limit of at least \$2 million per occurrence.</li> <li><b>Certificate of Insurance must include Beaverton Agricultural Society named as "Additional Insured"</b></li> </ul>
<b>FIRE REGULATIONS</b>	<ul style="list-style-type: none"> <li>the vendor agrees to observe all Fire Regulations and maintain acceptable fire prevention practices as required by the Township of</li> </ul>
<b>GARBAGE</b>	<ul style="list-style-type: none"> <li><b>all garbage must be placed in the Dumpster located beside the Lions Shed at the east end of the Fairgrounds</b></li> </ul>
<b>PASSES</b>	<ul style="list-style-type: none"> <li>COMMERCIAL VENDORS receive 2 weekend passes which includes one parking space for the weekend in the lot across the street.</li> <li>COMMERCIAL VENDORS can purchase 10 additional day passes at reduced rate <b>prior July 31</b></li> <li>COMMUNITY GROUPS &amp; FREE SPACE must pay for all passes (a 10% fee is applicable to sales made when free space given)</li> <li>COMMERCIAL VENDORS can purchase 10 additional day passes at a reduced rate prior July 31</li> </ul>
<b>PARKING</b>	<ul style="list-style-type: none"> <li>COMMERCIAL INDOOR VENDORS – Your vendor pass includes one free weekend parking space in the lot across the road from the main gates</li> <li>COMMERCIAL OUTDOOR VENDORS – Your vendor pass includes one free weekend parking space in the lot across the road from the main gates. If you require to park a trailer you must received pre-approval from the Society.</li> <li>parking on the fairgrounds will be allowed <b>ONLY</b> while moving in, making deliveries or moving out.</li> <li>deliveries <b>MUST</b> be made before the fair opens daily</li> </ul>
<b>CANCELLATION</b>	<ul style="list-style-type: none"> <li><b>there will be a \$25 cancellation fee if cancelled prior to June 30<sup>th</sup>. If cancelation is received after June 30<sup>th</sup> the vendor will only be reimbursed 50% of their fee.</b></li> <li>the Society reserves the right to cancel this agreement at any time if in its opinion the terms and conditions of this contract are not being observed</li> </ul>