



2012

July 19th -July 22nd

APPLICATION KIT

for

Vendors and COMMERCIAL EXHIBITS

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APPLICATION INFORMATION— VENDORS AND EXHIBITORS

Applicant's Name: _____

Mailing Address: _____

Tel. #: { _____ } _____

Fax #:{ _____ } _____

Cell #:{ _____ } _____

Email: _____ @ _____

List all merchandise, services and exhibit items to be displayed / sold / offered (Please be specific, since merchandise, services and exhibit items that are not registered on this application will be removed from the fairgrounds):

Description of display (Please enclose pictures, if possible)

If we cannot accommodate your space request at the time of your application, do you want to be placed on a waiting list in the event of a cancellation? YES NO

Application paperwork must be received before the June 1, 2012.

Applications received after this deadline are processed at the discretion of the Fair Directors

Notification of Acceptance will be emailed beginning April 1, 2012

Payment in full must be received within 30 days of notification of acceptance

Please be sure to return the following completed pages from this Application Kit:

- This Application Info Sheet
- Space Request Sheet
- Rules & Regulations Sheet.
- Proof of Insurance** included or Proof of Insurance will be sent from insurance agent

By submitting this Application, i acknowledge that I have read and agree to abide by the 2012 Rules and Regulations for Stratham Fair Vendors and Exhibitors.

Signature _____ Date _____

MAIL Application materials to: The Stratham Fair, P.O. Box 595, Stratham, NH 03885



Space Request - Vendors and Exhibitors

Space Requested: Note that all spaces are 10 feet deep. If greater depth is needed, please indicate in the special request area. Space requests that are greater than the minimum of 10 linear feet must be increased in 10 foot increments

Standard Concessionaire Space (10 foot minimum frontage)

Frontage: _____ feet @ \$20 / foot = \$ _____ (i.e. 10 x 20 = \$200.00)

Corner Space: _____ feet @ \$25 / foot = \$ _____ (i.e. 10 x 25 on corner = \$250.00)

Premium Concessionaire Space (10 foot minimum frontage)

Frontage: _____ feet @ \$30 / foot = \$ _____ (i.e. 10 x 30 = \$300.00)

Food Vendor: NOTE that there is a \$900 Surcharge for Food Vendors in addition to the standard frontage fee

YES NO

Preferred locations - There is no guarantee that location preference will be available. Fair Directors reserve the right to locate the exhibitor at their discretion. Please refer to the commercial vendor map provided to indicate the letter area requested.

Special Requests (limited availability, first come / first served)

Supplemental power (20 amps provided with rental) \$50 / additional 20 amps

Water **Hook-up** (cold, non-potable water only) \$25

Other Special Requests: _____

FEE TOTAL:

Frontage Fee (Food Vendor Surcharge): \$ _____

Special Request: \$ _____

Total Fee: \$ _____



2012 RULES AND REGULATIONS FOR VENDORS AND EXHIBITORS

The following rules & regulations are applicable to all Commercial Exhibitors and Vendors hereinafter referred to as "concessionaires" at the Stratham Fair.

INSURANCE — All concessionaires must provide to the Stratham Fair Association a Certificate of Insurance verifying that the concessionaire has general liability insurance with limits of at least \$1,000,000.00 combined single limits, to include product liability, fourteen (14) days prior to the opening of the Fair.

PASSES — Each Concessionaire will receive two (2) four-day Fair passes per ten (10) foot frontage rented. Concessionaires may purchase additional passes at regular rates.

DELIVERIES — No vehicle movement will be allowed on the fairgrounds between the hours of 9:00 AM and 11:00 PM (except 10:30 PM on Sunday). Any delivery made after 9:00 AM will have to be hand carried into the fairgrounds.

SECURITY — Will be provided beginning at noon on Wednesday, July 18th, through 7:00 AM Monday, July 23rd.

PERMITS — All concessionaires serving food and/or beverages must comply with Town of Stratham and State of New Hampshire Department of Health regulations.

FIRE SAFETY — NO flammable liquids or materials are allowed in concession stands or in building exhibits. Vendors must provide 3-wire heavy-duty extension cords to tie into electricity. Fire Department regulations require anyone or booth with multiple electrical tie-ins to have a fire extinguisher present and in plain view.

POLICIES — in the event there is question regarding an item's validity, Fair Directors have the final say. Regulations and fees are subject to change without notice. Violations of these policies may result in expulsion from the Fair and forfeiture of fees paid.

THE STRATHAM FAIR EXPRESSLY FORBIDS THE FOLLOWING:

The sale or consumption of alcoholic beverages is not permitted on the fairgrounds.

Tobacco sales are not permitted on the fairgrounds.

Distasteful items (including mirrors, t-shirts, posters, etc.) are not to be displayed, sold, or awarded as prizes.

No lasers or knives are to be displayed, sold or awarded as prizes.

The sale or possession of firearms or any other kind of weapon is not permitted on the fairgrounds.

Disruptive, abusive or profane language or behavior.

Games of chance with cash prizes.

Any items, activity or behavior considered detrimental to the Stratham Volunteer Fire Department, Stratham Hill Park, the Stratham Fair fairgoers or Fair participants.

2012 RULES AND REGULATIONS FOR VENDORS AND EXHIBITORS

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ELECTRICAL — Each concession will receive one (1) 20 amp /110 volt electrical service. The electric charge is included in booth rent. Fair electricians must do all outside electrical hookups. Concessionaires must supply all proper electric cords. No electric cords or wires are to run across roadways or walkways. All exhibitors are required to supply all their own electrical materials to reach an approved assigned fairgrounds electrical system. All electrical equipment must be "UL" approved. Concessionaires may not connect or disconnect themselves to the fairgrounds electrical system without permission from the Fair Directors. A three-wire supply cord is required on 110 volt connections. Concessionaires shall not dig or hammer anything into the ground until approved by Fair Management. Any concessionaire found tampering with electric boxes or violating electrical policies will be asked to leave the fairgrounds, forfeit fees paid, and may be excluded from future Stratham Fairs.

PHONE LINES — No phone lines are provided for credit card or outside calls. ATMs are provided on the fairgrounds.

USE OF NAME — Use of the Stratham Fair logo and / or name is not allowed on any product (i.e., 44th Stratham Fair coffee mugs, T-shirts, caps, etc.) without written permission from the Fair Association.

HOURS — Gates open to the public at 7:00 AM daily. Fairgrounds, rides, exhibits and vendor booths open to the public at 10:00 AM daily. The fairgrounds close at 10:00 PM daily or one (1) hour after ticket booths close. All concessionaires' booths must be attended while the fairgrounds are open. Concessionaires must be present no later than from 9:00 AM Thursday through Sunday and until 10:00 PM daily.

SET-UP —All concessionaires MUST check in at the Vendor Check-In before setting up. Tents will be off the pavement with back and both side flaps down. Concessions must be in place when the Fair opens to the public. Any concession not set-up by 8:00 AM opening day will be considered a "No Show" and will forfeit any deposit regardless of whether that space is rented. Concessionaires may begin construction and set-up of their on-site equipment beginning at 9:00 AM Wednesday, July 18th. All vehicles must be removed from the fairgrounds no later than 9:00 AM Thursday, including any vehicle used to store merchandise; Only exception being a vehicle that has been registered as part of the concession, and previously identified as such, in the Application on their Space Request form. Please submit any questions regarding policy with your application. Misunderstandings or confusion over this policy will be resolved in favor of the Stratham Fair.

DISPLAYS — Demonstrations or other activities must be confined to the limits of the concessionaire's rented space. Distribution of circulars may be made only within the space assigned to the concessionaire presenting such materials. Concessionaires on the fairgrounds, or other facilities of the Fair, shall not distribute advertising circulars, catalogs, folders or devices. Booths of a philosophical nature may not expound upon the virtues or teachings of their beliefs other than in the form of printed materials. Concessionaires may not distribute samples of any kind whenever such actions block the roadways or in any way handicaps near-by vendors. Personal business cards cannot be distributed from farm / forestry organization booths nor business conducted which would be to the benefit of a single individual of that organization. Concessionaire booths which include the operation of musical instruments, radios, sound projection equipment, public address systems, or any noise making machines must be conducted or arranged so that the noise will not annoy or disturb adjacent exhibits and their patrons, nor cause the aisles to be blocked. Operators of noise making equipment must secure approval of operation methods before the Fair opens.

CLEAN-UP —At the close of each day, vendors must place trash and other waste materials in the provided trash receptacles.

CLOSING DAY — Concessionaires' booths shall remain in place until the Fair officially closes at 10:00 PM on the final day. Breakdown may begin after 10:00 PM and all booths must be completely removed within 24 hours. The Fair is not responsible for any booth left on the grounds after 7:00 AM Monday, July 23rd.

Under no circumstances may any booth or equipment be dismantled or removed any time before 10:00 PM Sunday, July 22, 2012

For the safety of all, no vehicle movement will be allowed on the fairgrounds before 10:30 PM Sunday, July 22nd. This rule will be strictly enforced.

I have read, understand and agree to abide by the forgoing rules and regulations of the Stratham Fair.

Signature _____ Date _____

Printed Name _____

Business Name _____