



## Orono Agricultural Society Commercial Vendor Concessions Rules and Regulations

- 1. Type of Operation:** Vendor may not operate any other business or sale of goods than that stated on the contract. 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 "Type of Operation" on the contract.
- 2. Hours of Operation:** All vendors shall adhere to staff booth space during working hours of the Orono Fair as outlined on the vendor contract. Thursday: setup by 3 p.m. and open for business by 5 p.m. close at 10 p.m. Friday: 11 a.m. to 11 p.m. Saturday: 8 a.m. to 10 p.m. Sunday: 9 a.m. to 4 p.m.
- 3. Insurance:** All Commercial vendors are required to obtain liability insurance (min \$2,000,000) for the duration of the Orono Fair, including setup/tear down dates. A copy of the certificate of insurance SHALL be included with your application and payment. Applications will not be accepted without a copy of insurance certificate.
- 4. Payment:** Payment of required fees to be completed in full prior to August 15<sup>th</sup> to the OAS. Failure to do so may result in your application being denied. Acceptable methods of payment, cheque made payable to "Orono Agricultural Society", money order or certified cheque. Cash at fair time only. Receipt of payment shall be issued by OAS.
- 5. Setup/Tear down of Vendor Booth Space:** All booth space shall be setup prior to 3pm on Thursday of the Orono Fair. No unauthorized vehicular traffic shall be permitted in designated vendor areas after this time. Arrangement need be made prior to August 25<sup>th</sup> with OAS should this time be an issue. **NO BOOTH SHALL BE REMOVED FROM OAS GROUNDS PRIOR TO THE CLOSING OF THE ORONO FAIR AS OUTLINED ON VENDOR CONTRACT.** Failure to follow these rules shall result in forfeiture of damage deposit. No unauthorized vehicular traffic in and around vendor area permitted prior to the closing of the fair.
- 6. Admission:** All vendors and/or representatives shall present a vendor ribbon or appropriate pass to gate attendants upon entering the grounds and parking their vehicle. Admission passes shall be available through fair office upon acceptance of vendor application. Reasonable efforts shall be made to make passes available to vendors ahead of fair for distribution to its staff.
- 7. Sound and Video Equipment:** Undue noise or unseemly methods of demonstration employed while operating concessions or exhibits will not be tolerated. Sound levels of radios, P.A. systems and all other sound amplification equipment must not interfere with other vendors or event patrons. The decision of what constitutes undue noise or unseemly methods shall rest with the Orono Agricultural Society Management team whose decision shall be final.
- 8. Tents:** No tents or other structures higher than 8 feet may be erected inside the arena.
- 9. Draws and Lotteries:** There will not be any unauthorized draws or lotteries allowed on the Fairgrounds.
- 10. Safety and Selling of Hazardous Materials:** The sale or gifting of knives, laser-guns, firecrackers or any item that can be used as a weapon and the burning of any type of fuel inside the buildings is strictly prohibited. No selling of T-shirts with any type of profanity displayed. OAS reserves the right to refuse entry of all vendors who do not comply and reserves the right to remove vendors who are in contravention of this rule.
- 11.** Please respect other vendors and patrons and limit the use of scented products. No open flames are permitted on OAS property.
- 12. Fire Regulations:** The Vendor agrees to observe all Fire Regulations and maintain acceptable Fire Prevention practices as required by the Municipality of Clarington Fire Department. Said regulations shall be made available to all vendors upon request by the vendor
- 13. Refuse:** All refuse/recyclable material must be placed in appropriate bins as directed by the Orono Agricultural Society staff.
- 14. Electricity:** Hydro can be made available on a first come/first serve basis as indicated on the vendor contract. The Vendor is responsible to use power bars with a GFI and all cords required so not to overload the breakers. (B) In a case of concern regarding the safety or hookup of any equipment, the decision of the Society's Electrical Contractor will be

final. All equipment shall be CSA certified.

- 15. Deliveries:** All deliveries of supplies to vendor concessions made during fair time must be completed before 9 am each day.
- 16. Vendor Booth Location:** The Society reserves the right to locate, re-locate or alter the vendor space assigned. No Vendor has the automatic right to occupy the same space in subsequent years.
- 17. Cancellations and Refunds:** The Fair Management Team reserves the right to cancel this agreement at any time if in their opinion the terms/conditions of this contract are not being met. No refund will be given.
- 18. Outside Tents/Temporary Structures:** When renting outside vendor space and using a tent, it is necessary to take into consideration the anchoring and framing part of the structure. All space necessary for these extensions must be included in space required, and rental paid at the rate set. The necessary permits must accompany any tent exceeding 645 sq. ft.
- 19. Approval of a Vendor Space Application** is indicated by one of the following: a) receipt of a confirmation letter/email by the vendor from Orono Agricultural Society or b) signature on the vendor application by the Orono Agricultural Society. Acceptance of cash, cheque, does not constitute approval by Orono Agricultural Society.

