

2023

## Vendor/Concession Information

The Georgetown Agricultural Society (GAS) invites you to the Georgetown Fall Fair. All vendors and Concessionaires wishing to participate are required to complete and return an application form, along with payment.

The Fall Fair events include a variety of exhibits and family-oriented entertainment including home crafts, animal exhibits, demolition derby, car show, live music, and a Midway. For a more detailed event listing see our website [www.georgetownfallfair.ca](http://www.georgetownfallfair.ca)

Concessionaires/Vendors must supply their own equipment such as tents, tables, chairs, extension cords and display signs. Booth locations are assigned by the Site Convener and his/her decision is final. **Please remember this is an outdoor event and as such goes forth rain or shine.**

### **PLEASE TAKE NOTE OF THE FOLLOWING INFORMATION:**

- Deadline for return of applications will be Tuesday August 2nd. No refunds will be granted after the August 2nd deadline.
- Prior year vendors are offered space first, after that date we will consider other vendors who have expressed an interest in participating
- NSF cheques will be subject to a \$50.00 service charge and bank fees.
- GAS is not responsible for lost or damaged articles or displays under any circumstances. The GAS reserves the right to limit the number of exhibitors in any one category and the right to make a final decision regarding entry into the Fair.
- The sale of any type of knives, lighters, drug paraphernalia or any other illicit products will not be permitted. Anyone displaying or selling these items will be asked to leave immediately with NO REFUND!

### **All Exhibitors and Food Vendors also agree to submit the following important information as part of this application:**

1. Site booth electricity and water needs, etc. Please be as specific as possible including your equipment list and the number of amps you will require to operate your food service equipment.
2. Number of vehicles in your entourage, including support vehicles, as well as specific parking or logistic requirements. Due to the size and layout of the park, parking for support vehicles is minimal at best.
3. If you are a food vendor please include your planned menu along with your price list.
4. Make cheque or money order payable to the Georgetown Agricultural Society.

### **Booth Dimensions & Fee Schedule:**

	<b>Food Vendors</b>	<b>Non Food Vendors</b>
One 10 ft. x 10 ft. space	\$175.00 + HST	\$100.00 + HST
One 15 ft. x 10 ft. space	\$250.00 + HST	\$175.00 + HST
One 20 ft. x 10 ft. space	\$350.00 + HST	\$200.00 + HST
One 25 ft. x 10 ft. space	\$475.00 + HST	\$275.00 + HST
One 20 ft. x 20 ft. space	\$700.00 + HST	\$400.00 + HST
One 30 ft. x 10 ft. space	\$525.00 + HST	\$430.00 + HST

## Liability Insurance:

All Vendors must carry their own liability insurance for two million dollars and provide a copy of your Certificate of Insurance (COI) adding the Georgetown Agricultural Society as additional insured along with the application form and payment in full. Non food vendors, if you require help with insurance please contact [concessions@georgetownfallfair.ca](mailto:concessions@georgetownfallfair.ca) and we will be happy to help you.

## Set up and Tear Down Times:

Set up days are Thursday September 7<sup>th</sup> 11:00 a.m. to 5:00 p.m., and Friday September 8<sup>th</sup> 9:00 a.m. to 3:00 p.m. for all concession/vendor space and must be ready for operation by 4:00 p.m. **DO NOT SHOW UP EARLY AND START TO SET UP WITHOUT ANY DIRECTION.** Detailed instructions will be emailed to you a week before the event. Tear down and removal of your booth is to be done immediately after the end of the Fair on Sunday. Due to driving restrictions in the park during special events, all vendors must comply with Fall Fair hours of operation in the interest of safety. Georgetown Agricultural Society will not be responsible for anything left on the grounds.

## Fall Fair Hours of Operation:

Friday September 8th	- 4:00 PM to 11:00 PM
Saturday September 9th	- 9:00 AM to 11:00 PM
Sunday September 10th	- 9:00 AM to 6:00 PM

Hours of operation may be adjusted by the Georgetown Agricultural Society Executive and/or the Halton Regional Police as the needs or situations arise during the Fair.

## TERMS AND CONDITIONS:

### Booth Space and Construction

**Booth placement is entirely up to the discretion of the site convener.** Each vendor will set up, maintain, market, operate, take down and remove their own booth from the space provided to them.

Space is measured and assigned to you by the GAS site convener. Please remember that trailer hitches and tent pole guy lines and pegs etc. are part of your space requirements. Extra support vehicles/trailers for supplies etc. must also be calculated in your space requirements.

### Health Guidelines

Food Vendors must be licensed by the Town of Halton Hills as a Commercial Refreshment Vehicle (Crv) and pay a license fee of \$100 per event ([www.haltonhills.ca/licenses](http://www.haltonhills.ca/licenses)). Not-for-profit groups, minor sport organizations and Food Businesses currently licensed with the Town of Halton Hills may be exempt from this fee. Please contact 905-873-2601 ext. 2350 for more information.

All lessees selling food must comply with all local Health Requirements (<http://www.halton.ca/For-Business/Food-Safety-for-Business/Requirements-for-Food-Vendors>). Please contact Public Health Inspector Nataliya Ostapovych ([Nataliya.Ostapovych@halton.ca](mailto:Nataliya.Ostapovych@halton.ca)) or 905-825-6000 ext. 7819.

Remember each food vendor must provide their own hand washing stations for their own personnel. You will be inspected before the Fair by the Health Department to make sure you are selling only healthy, safe and clean food and it is your sole responsibility to meet all of their food preparation and cooking requirements of cleanliness. If, for any reason, they reject a food vendor from operating in the Fair, for failure to comply, it will be solely the responsibility of that food vendor, and there will be no refund on their rental fee or legal recourse against the Fair, as a result of their cancellation.

## **Fire Regulations Regarding Use of Cooking Equipment**

Food vendors must be aware of the Halton Hills Fire Department rules regarding the operation of a food service facility in the Park, especially in regard to the use of any propane or other cooking equipment. If, for any reason, they reject a food vendor from operating in the Fair, for failure to comply, it will be solely the responsibility of that food vendor, and there will be no refund on their rental fee or legal recourse against the Fair, as a result of their cancellation by the Fire inspector or any other regulatory agency.

## **Digging**

You are financially responsible for breaking any hydro or underground water lines as a result of driving stakes or spikes into the park grounds to install your tent or booth.

## **Waste Water**

Food vendors must have waste water holding tanks and are not permitted to empty or drain the tanks on the grass.

## **Garbage, Site clean-up or Damage**

Each vendor is responsible to manage and clean their site of all garbage throughout the Fair according to the Halton Regional Health Department Rules. Styrofoam and cardboard are not picked up by Halton Region at the park, and therefore must be recycled/disposed of by each vendor. The repair of the damages will be done by the Town of Halton Hills. The GAS will bill the offending vendor accordingly. Vendors agree to pay such bills immediately to avoid any further legal charges.

## **Driving in the Park**

Driving in the park for setup, operation, take down and removal of your booth may be no faster than 5 km/h, and only 30 min. prior and 30 min. following the events hours of operation. Any vendor who breaks this rule may have their booth space cancelled without notice and their fee forfeited as liquidated damages to the Fair. Pedestrian safety is our highest priority.

## **Parking Rules**

Your vehicles can only be parked in the designated area provided by the Fall Fair to you. Parking at your booth is NOT feasible due to space restrictions. Vehicles illegally parked in the Park during the Fair will be ticketed and towed at the expense and liability of the registered owner. Be warned that the parking regulations will be strictly enforced by Halton Regional Police and the GAS accepts no responsibility whatsoever for any tickets received by any vendor during the Fair.

## **Rain or Shine**

The Fall Fair will operate rain or shine according to the posted scheduled hours of operation. There are no refunds as a result of inclement weather.

## **Indemnification**

Each vendor indemnifies the GAS, volunteers and the Town of Halton Hills from any litigation resulting from any loss or damage that they may incur as a result of their being accepted and operating a booth in the Fair. It is necessary for all vendors to sign a "Hold Harmless" agreement against all claims (demand, losses, costs, damages, actions, suits) on proceedings by any third party howsoever caused.

**HOLD HARMLESS AGREEMENT:**

\_\_\_\_\_  
(Print first and last name of Concessionaire)

\_\_\_\_\_  
(Print first and last name of Concessionaire)

shall indemnify and Hold Harmless, the Georgetown Agricultural Society, their members, agents and employees from and against all claims, demands, losses, costs, damages, actions, suits or proceedings by any third parties that may arise out of, or may attribute to, all operations performed by or carried out by his agents, employees, or servants or anyone for whose acts he may be held liable, howsoever caused.

\_\_\_\_\_  
(Signature of Authorized Signing Officer or Vendor or Tenant)

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

Office Use Only:  
 Paid: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Health Dept: \_\_\_\_\_  
 Insur: \_\_\_\_\_

## 2023 Georgetown Fall Fair VENDOR AGREEMENT

Georgetown Agricultural Society, P.O. Box 74078, 260 Guelph Street, Georgetown, ON L7G 5L1

Please mail completed Agreement to the above address or forward to [concessions@georgetownfallfair.ca](mailto:concessions@georgetownfallfair.ca)

Please choose which vendor type:    Food Vendor                       Non Food Vendor

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Email: \_\_\_\_\_

Contact name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Description of Exhibit: \_\_\_\_\_

Will you be bringing your own generator?   Y/N \_\_\_\_\_ Do you have a support vehicle?   Y/N \_\_\_\_\_

Fee Schedule: please circle chosen space	Food Vendors	Non Food Vendors
One 10 ft. x 10 ft. space	\$175.00 + HST	\$100.00 + HST
One 15 ft. x 10 ft. space	\$250.00 + HST	\$175.00 + HST
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One 30 ft. x 10 ft. space	\$525.00 + HST	\$430.00 + HST
	<b>Space Rental</b>	\$ _____
<b>Hydro – 110 Volt 15 Amp Outlet</b>	<b>\$35.00 per outlet</b>	_____ \$ _____
<b>Hydro – 220 Volt 30 Amp Outlet</b>	<b>\$70.00 per outlet</b>	_____ \$ _____
	<b>Total before HST</b>	\$ _____
	<b>HST 13% of above</b>	\$ _____
	<b>Total including HST</b>	\$ _____
<b>Each concessionaire will be provided with 2 weekend passes for the Fair.          Additional passes are \$15.00 each (HST included).</b>		_____ \$ _____
	<b>GRAND TOTAL</b>	\$ _____

This is a rental agreement between Georgetown Agricultural Society and the party named above for the 2023 Georgetown Fall Fair, September 08, 09 and 10, 2023.

I have read the Vendor/Concession Information provided with this application and agree to the Terms and Conditions outlined in it.

Signature of Vendor: \_\_\_\_\_ Date: \_\_\_\_\_

ALL FEES MUST BE PAID BY CASH, CHEQUE TO GEORGETOWN AGRICULTURAL SOCIETY, OR E-TRANSFER TO: [georgetownfairchickenbbq@gmail.com](mailto:georgetownfairchickenbbq@gmail.com).