

PUTNAM COUNTY FAIR AUTHORITY, INC.
PO BOX 400
118 THEATRE ROAD
EAST PALATKA, FLORIDA 32131
Ph.: (386) 328-FAIR (3247) Fax: (386) 328-3239
info@putnamfairandexpo.com
MARCH 16 - 24, 2012

APPLICATION FOR OUTSIDE CONCESSION/EXHIBITOR SPACE
(This is not a guarantee of acceptance)
PLEASE PRINT

One Form for Each Space Requested

VENDOR _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CONTACT PERSON: _____

TELEPHONE: (____) _____ CELL: (____) _____

E-MAIL ADDRESS _____

Commercial Exhibitor: Please list all items to be sold on the back of page.

PLEASE NOTE per foot charges includes awnings trailer hitches and open doors as they utilize frontage space.

Commercial Exhibitor	\$20.00 per linear foot
Nonprofit Exhibitor	\$20.00 per linear foot
Political Exhibitor	\$35.00 per linear foot

TOTAL FRONT FOOT: _____ FT. X \$ _____ = \$ _____
ELECTRIC: 110v - \$ 75.00 \$ _____
 220v – 30 amp \$100.00, 50 amp \$140.00 \$ _____
 60 amp \$175.00, 100 amp \$280.00
TOTAL RENTAL FEE: \$ _____

CAMPING FEE = NUMBER OF DAYS _____ X \$20.00 PER NIGHT = _____

I have read and reviewed all RULES & REGULATIONS herein provided and approve and agree to abide by all. On this the _____ day of _____, 200__.

EXHIBITOR

PUTNAM COUNTY FAIR AUTHORITY, INC.

**PUTNAM COUNTY FAIR
OUTSIDE CONCESSIONS/EXHIBITOR
RULES and REGULATIONS**

1. DATES OF THE FAIR – MARCH 16 – 24, 2012 – THIS WILL BE A NINE (9) DAY FAIR. HOURS OF OPERATION WILL BE AS FOLLOWS:

FRIDAY, MARCH 16 -	5:00 PM TILL 11:00 PM
SATURDAY MARCH 17 -	12:00 PM TILL 11:00 PM
SUNDAY, MARCH 18 -	12:00 PM TILL 9:00 PM
MONDAY, MARCH 19 -	5:00 PM TILL 11:00 PM
TUESDAY, MARCH 20 -	5:00 PM TILL 11:00 PM
WEDNESDAY, MARCH 21 -	5:00 PM TILL 11:00 PM - also Senior Citizen Day – gates will open for them at 11:00 a.m. and close at 3:00 pm.
THURSDAY, MARCH 22	5:00 PM TILL 11:00 PM
FRIDAY, MARCH 23 -	5:00 PM TILL 11:00 PM
SATURDAY, MARCH 24 -	12:00 PM TILL 11:00 PM

2. Each concessionaire or commercial exhibitor is required to produce insurance coverage for public liability, bodily injury, and property damage. An insurance certificate, with a valid signature, assigning the **Putnam County Fair Authority, Inc.** as additional insured must be submitted to the Fair Office before concessionaires or vendors will be allowed on fair grounds. Proof of insurance **MUST** be provided or NO spaces will be granted.

3. The Fair Authority will be the final arbiter of all disputes. All concessionaires and exhibitors must abide by written and verbal rules established by the Fair Authority. Failure to observe these Rule and Regulations may result in cancellation of this contract during the event, the concessionaire will be allowed four (4) hours to remove all equipment and trailers. NO REFUNDS of any money already paid for space or privilege will be made.

4. The Putnam County Fair Authority, Inc. will determine the location and dimensions of all concessions and exhibit spaces.

5. **NO Sub-Leasing will be permitted.**

6. **NO** alcoholic beverages, drugs, vulgar language or inappropriate posters, pictures, etc., will be tolerated.

7. Payment for space must be paid in full before and by March 2, 2012. A 50% deposit for your space is **DUE** by **January 6, 2012.**

8. Concessions and exhibitors must be in place and ready to serve the public no later than opening day and opening time of fair. They must remain until closing date and time of the fair. Early breakdown of concessions may result in exclusion from future events.

9. Each concession and exhibitor will be responsible for maintaining and the disposal of your waste water (holding tanks required).

10. **NO** standing in walk ways to solicit for signatures, or to sell any merchandise. These activities must be done from inside your exhibit space.

OVER

11. Each concession or exhibitor is required to furnish trash containers and bags for their area. Clean around your own concession space area **AT THE CLOSE OF EACH EVENING**. Place full trash bags next to the trash bins for removal the following morning. **FAILURE TO CLEAN AREA MAY RESULT IN A \$50 FINE PER INFRACTION.**
12. Management reserves the right to remove from the grounds any articles, exhibits, shows or concessions, or any part thereof, or any appurtenances thereof, including banners, signs or advertising matter which may be deemed unsuitable or objectionable, which action shall exonerate the management from any and all claims whatsoever on the part of the Exhibitor or Concessionaire. **NO REFUNDS** of any money already paid for space or privilege will be made.
13. Sound amplification equipment will not be permitted unless the management grants special **WRITTEN PERMISSION**. Such equipment could be subject to removal if improper use is cited.
14. Any additional lighting, electrical wiring for power, current, water, or gas needed by the concessionaire or exhibitor will be installed and operated at your expense. Any additions or changes are subject to approval by the management.
15. Any goods or empty cases of trash not removed by exhibitor or concessionaire, which requires additional expenditures or effort by the Fair, shall be removed at the expense of said exhibitor or concessionaire. The Fair will take appropriate steps to secure reimbursement.
16. The concessionaire agrees to **SAVE and HOLD HARMLESS** the Fair Authority from any debt, liability or judgment incurred for any cause of action, claim of damage, liability, cost or merchandise sold, presence or operation of said concessionaire/exhibitor on the fair before, during or after the event named herein.
17. **LIABILITY FOR LOSSES and DAMAGE -----** The Putnam County Fair Authority, Inc., shall not be responsible for any loss or damage to concessionaire/exhibitor's person or persons of concessionaire/exhibitor's employee or agents from any cause whatsoever, arising from the performance of this contract. The concessionaire/exhibitor in signing the contract expressly releases the Putnam County Fair Authority, Inc. from any and all claims from such loss, damages or injuries. Concessionaire/exhibitor must pay for any damages through carelessness or negligence of concessionaire employees or agents.
18. All deliveries (supplies, etc.) to the fairgrounds must be made **BEFORE 3:00 P.M. Monday – Friday and 10:00 A.M. Saturday** during the week of the Fair. Any exhibitors or concessionaires vehicle operating on fairgrounds after the set times until close each night, may result in a \$50 fine per infraction.
19. All concessionaires and exhibitors will be assessed a **\$20.00 per day** charge for any camping or motor home electrical hook-ups. Check in with Fair Office for hook-up procedures. (Electrical (110) and Water). It is the responsibility of the individual to take care of their holding tanks. As concessionaires, we are not charging you the standard \$25.00 per day.
20. All concessionaires and exhibitors will be assessed an additional \$20.00 per day on each piece of additional equipment that requires electrical hook-up. This is in addition to your concession hoop-up. (Example: Food storage containers, ice machines, etc.)