

New Liskeard Fall Fair

September 13, 14, 15, 2012

CONCESSION RULES AND REGULATIONS

Concession Director
Gloria Packard
RR#3 – 118371 Sale Barn Road
New Liskeard, Ontario
705-647-6589
nfallfairconcessions@hotmail.com

Please read these Rules & Regulations carefully to avoid Problems at Fair Time.

RATES:

Display & Information Booth (Tickets & Information Only)	\$10.00 per foot frontage
Booth for Sale of Merchandise (Inside & Outside)	\$15.00 per foot frontage
Booth for Sale of Food (Inside & Outside)	\$15.00 per foot frontage

SPACES:

Spaces are available in **multiples of 5 feet with a 10 foot minimum.**

Depth of spaces will be allocated by the Society but, in most cases, will be approximately 10 feet for inside and 15ft for outside.

Booth space is allocated on a First Come – First Serve Basis.

Returning your contract promptly, with a payment in full, ensures your space requirements.

RULES:

1. No concession will be occupied, erected or used until the rental fee is paid.
2. Deadline for Contracts to be submitted has been extended until August 10, 2012. Should the contract and /or payment not be received by said date there will be a penalty fee of \$25.00 applied. This penalty fee will be in addition to the rental fee and is to be paid in full before the concession will be occupied, erected or used. Final decisions on this matter will be made by the Concessions Director.
3. Cheque or money order payable to the **New Liskeard Agricultural Society** must accompany the signed contract. This does not guarantee acceptance as a concessionaire at the Fair because space is limited. If you are not accepted, your cheque or money order will be returned to you. You will be notified as soon as possible by the Board of your acceptance or non-acceptance to the Fair. Cheques and contracts are to be mailed to Gloria Packard at RR#3 – 118371 Sale Barn Road, New Liskeard, Ontario, P0J 1P0.
4. Electrical supply to concession booths or space is the responsibility of the concessionaire. **All booths requiring Hydro will be charged a surcharge of \$17.00. This is to be paid with the signed contract and concession fee.**
5. **NO** concessionaire will sell merchandise depicting pornography, drug, paraphernalia and/or the sale of “stink bombs”. The Fair is a family orientated, community event. If concessionaire is caught selling above mentioned merchandise, they may be asked to leave the fair grounds at the discretion of the Society, with **no refund** on concession fee being given.

6. **A three week notice of cancellation prior to the Fair is required if a refund is to be given. Space is limited. Exceptions to this rule will be handled on a case by case basis and is at the discretion of the Director, President and Secretary.**
7. Concessionaire is responsible for all material and labour for erecting their booth.
8. Nailing and permanent alterations to the buildings are **NOT** permitted.
9. Any damage done to the buildings will be the responsibility of the concessionaire, who shall repair same immediately to the satisfaction of the Society or reimburse the Society for the cost of such repair. Erection and construction of concessions **MUST** be completed by **noon Thursday, September 13, 2012. Please note that NO TRUCKS OR CARS SHALL BE ALLOWED IN THE BUILDINGS TO UNLOAD OR LOAD SUPPLIES.** We prefer the set up be done Wednesday from 9:00am until 9:00pm but other arrangement can be made with the Concessions Director.
10. **New for 2012: Exclusivity Clause: No concessionaire is allowed to sell candy floss, candy apples, snow cones, popcorn, nachos or mini-donuts without the written consent of the Concessions Director. This rule will be strictly enforced.**
11. Booth and displays must be removed and CLEANED by 2:00pm Sunday September 16, 2012. The Curling Rink will be open from 9:00am to 2:00pm on that Sunday. Concessions can only be removed prior to this time with permission of the Director, Gloria Packard. **Booths and displays MUST stay in place until after the Final Attendance Draw on Saturday, September 15, 2012.**
12. Booth space must be **cleaned completely** and left free of garbage upon leaving the Fair.
13. **Hours of Operation of the New Liskeard Fall Fair. Please note that these times are approximate and may be changed by the Board closer to Fair dates. These times are dependent upon the completion times of schedules events.**

Thursday, September 13, 2012 ~ 12:00pm to 10:00pm

Friday, September 14, 2012 ~ 8:00am to 10:00pm

Saturday, September 15, 2012 ~ 8:00am to 10:00pm

14. **Concession Passes – Each Concessionaire will be issued a maximum of 2 weekend passes or 6 day passes per concession. Mark on the contract which one you prefer.** If more passes are required they can be purchased at the gates for a cost of \$15.00 per weekend pass which will include three attendance draw tickets. If you are an organization or business with many workers/volunteers you may opt to have 3 day passes instead of 1 weekend pass. Mark on the contract which one you prefer. Passes will be sent to you prior to the fair along with your receipt.
15. All concerns with Passes must be addressed at the Fair Office or with the concession director prior to the commencement of the Fair. (Office located in the Curling Rink the week of the Fair).
16. Concessionaires will not be allowed into the buildings before Fair opening time or after Fair closing time on Fair days.
17. It is mandatory that booths be manned at all times during the Fair when open to the public as the Fair Board **will not** be held responsible for any damage or theft that may occur.
18. Concessionaires may not park personal trailers on the Fair Grounds because of health regulations. Any other parking arrangements must be approved by the Concessions Director. Parking is available in the paved lots on the east side of the Fair grounds.
19. A list of names of the volunteers and/or workers paid or unpaid that will be manning or serving at your booth is required by the NLAS by the Thursday morning of the Fair week. Please provide list to the Concession Director.
20. **Concessionaires are responsible for providing their own tables and chairs.**
21. Best Decorated Concession Booth Contest. Prize will consist of a FREE 10'X10' Concession space that includes hydro if required for the 2013 New Liskeard Fall Fair. (approx. value of up to 167.00). Decorate accordingly using the Fall Fair Country theme and colors.

2012 Theme ~ “Learn, Laugh, Share & Grow”