

BEACHBURG MARKETPLACE – **Beachburg Agricultural Fair 2017 – CELEBRATING 160 YEARS OF TRADITION**

Indoor Vendor Application Form/Vendor Contract

LOCATION: Beachburg Arena, Carolyn Street Beachburg, ON K0J 1C0

Table/Area Rate: \$60 for one spot – Bring own table/chairs (any display racks, structures are encouraged)

DATE: Sat., July 29/17 10-6pm Set up Time: 8am-930am Sun July 30/17 10-5pm. Teardown 515pm Sun

Deadline for registration & payment is APRIL 1, 2017. Your payment confirms your space. First come first served

1. All spaces are indoors in the arena. All spaces along arena boards are booth style and MUST be utilized filling the 12 x 12 space. Aisle spaces are 5 x 15. Multiple width spaces are charged a multiple of the above fees
2. Any products displayed must be listed on application. No flea market or garage sale items. Any fundraising groups will be juried and accepted based on product and other available groups.
3. All booths must be available to serve the public both days; exhibitors should have sufficient stock for the duration of either show and may not leave before the scheduled closing time on either day, or pack up, or dismantle before the scheduled end of show. Vendors that do so will NOT be asked to attend next year. Booths should be presentable at all times. Tables must be covered with tablecloth to ensure all visible boxes and extra stock safely concealed under tables.
4. Prepaid vendors will be provided with two (2) gate passes and one vehicle pass. Additional members of vendor's party pay gate fee. Vendors must show pass at the gate and will be directed to the arena. Parking will be available behind the arena only or off site. No exceptions. If volunteers are needed for organizations, please contact director. Pets/dogs are not allowed on Fairgrounds.
5. Vendors are responsible to carry liability insurance covering their booth and products **if required**. Vendors Permit (HST if applicable) licenses (stuffing, filling, etc.) labels and any other marketing standard regulations are the vendor's responsibility. Any baked goods must be labelled nut/gluten free.
6. All Services are encouraged to offer some form of free services (coupons, handouts, small samples, etc.) Each vendor is welcome to have a table draw. Any vendor interested in providing information or demos for app 15-20 min, please indicate on the contract below.
7. Price changes should be discrete – no distress pricing, 'sale' or 'discount' tags. Soliciting or 'calling out' will not be tolerated.
8. Advertising for the event is included in the price of vendor rental fees. The Beachburg Agricultural Fair is advertised by word of mouth, posters, Facebook and emails, local and area newspapers, festival and tourism magazines and hand-outs as well as local radio stations.
9. Cancellation before the end of April 2017 will receive a full refund. Up until May 15, 2017 will be charged a cancellation fee of \$25. No returns will be offered if cancellation is after May 16, 2017.
10. The undersigned agrees to abide by all the foregoing terms and conditions. E-transfers are accepted to mccallum@nrtco.net. Please make cheques payable to: BEACHBURG AGRICULTURAL SOCIETY. NSF cheques will be charged \$45 NSF fee. All applications must be sent to the below address for acceptance.
11. Return completed application with payment to: Tracey L. McCallum 2402 Beachburg Road, Beachburg, ON K0J 1C0 613-582-7323 (email: mccallum@nrtco.net)

PLEASE PRINT:

NAME:

ADDRESS:

POSTAL CODE:

PHONE (DAY):

PHONE (EVENING):

EMAIL:

WEBSITE:

ONE SPOT Bring own table (\$60):

VOLUNTEER DEMONSTRATION:

I/WE WILL BE SELLING, SHOWING AND/OR PROMOTING THE FOLLOWING PRODUCTS:

(General description of products, activities or fundraising group/organization)

RETURN COMPLETED APPLICATION WITH PAYMENT TO THE ADDRESS ABOVE: by June 30, 2017

Please note: Electrical outlets are minimal and based on necessity. Internet is available; strength not guaranteed.

Due to allergies and sensitivities, all fragrance items must be contained. All items containing nuts must be labelled