



**September 08, 09, 10, 2023**

## **We've Got A Good Thing Growing!**

Preparations are underway for the 2023 Fair!

*We've again partnered with Duuo Insurance to offer Uxbridge Fall Fair vendors affordable short-term insurance coverage that meets our requirements. Get set-up in minutes and enjoy preferred partner pricing by clicking [HERE](#). (It does take a bit of time for it to load). If there is a problem loading please use [www.duuo.ca](http://www.duuo.ca) and look for Uxbridge Fall Fair. We are registered with them.*

Those vendors taking advantage of an outdoor space will need to provide their own tent fitting the space provided. This tent must be firmly secured in case of bad weather or winds. Most outdoor spaces offer an electrical outlet. Please be prepared to provide manual credit card payments as wireless usage is sporadic.

Gate entry during the fair will be by wristband only. All accepted vendors will be issued 2 free vendor weekend wristbands. They are non-transferable so please purchase additional weekend wristbands for your volunteers and helpers at the reduced rate of \$10.00 each in advance or they will be required to purchase a regular priced daily admission at the gate.

Please refer to our website [www.uxbridgefair.ca](http://www.uxbridgefair.ca) for maps and program information.

**We have the option for you to pay by E-Transfer.** Since your application form will be sent to the Vendor Coordinators but the e-transfer will go directly to the Treasurer we will need to know the amount you are sending and the email address the transfer will be sent from so we can coordinate this data with the Treasurer.

See you at the Fair!!

Vendor Co-ordinators: Debbie Dickie, Gloria Eng, Barb Orr and Michelle Viney  
E-mail: [vendoringquiries@uxbridgefair.ca](mailto:vendoringquiries@uxbridgefair.ca)

Debbie Dickie  
905-852-5040

## **RULES AND REGULATIONS**

### **1. HOURS OF OPERATION:**

Friday September 08, 2023.....5:00 PM to 11:00 PM (Inside Vendors-8:00 PM)

Saturday September 09, 2023.....10:00 AM to 11:00 PM (Inside Vendors-8:00 PM)

Sunday September 10, 2023 .....10:00 AM to 5:00 PM

**All booths are expected to be open and staffed during the above hours.**

- 2. SET-UP:** Vendors will be allowed access to the Uxbridge Fairgrounds to set-up their booth between Thursday September 07, **3:00-8:00pm** and Friday September 08, **10:00- 4:30p.m.**

**REMOVE VEHICLES FROM PUBLIC AREAS BEFORE FRI 5:00 PM & SAT/SUN 10:00 AM**

All vendors **must** supply their own **tables, chairs, hoses and CSA approved extension cords**. Hydro and water may be up to 100 feet away. Extensions will be inspected for the ground connection and insulation damage.

**PLEASE NOTE:** Any vehicle backing up / reversing must have a “spotter” or assistant to direct their movements, to prevent accidental damage to property, trees and other persons.

For safety reasons, vendor’s vehicles will not be permitted on the grounds, outside of the parking area once the fair is open to the public. **While outside vendors and food booths may be open until 11:00 pm, vehicle access will be restricted until the public has dispersed after 11pm. It is agreed that all displays must be approved by the Vendor Coordinator before the Fair opens.**

- 3. TAKE-DOWN:** The vendor/exhibitor agrees **to not dismantle or remove their display until Sunday at 5pm. Vehicles may not enter the public areas until that time.**
- 4. FOOD VENDORS:** All food vendors are required to complete and submit a Durham Region Health Department Vendor Application Form to **ehl@durham.ca** at least 30 days prior to the fair. The vendor agrees to having staff on duty at all times with the required Food Handler Certification, observe sanitary food handling practices, including cooling/refrigeration if required. Concessions are subject to inspection by the Durham Region Health Department during the course of the weekend.
- 5. GARBAGE:** All refuse must be placed in the garbage cans/recycling bins provided throughout the park.
- 6. NO** flyers or advertisements are to be placed on any vehicle windshields or anywhere else on the fair grounds.
- 7. SECURITY & INSURANCE:** Security Guards will be on duty from 11:00pm on Thursday, through to 7a.m. on Monday. Buildings will be secured. Do not leave anything of value in outdoor booths overnight. All Exhibitors and/or Concessions must carry their own liability and loss of property insurance (minimum \$5 million), as the Uxbridge-Scott Agricultural Society will not assume responsibility for any damage or losses from any cause which may occur during the fair. Proof of insurance must be submitted with the contract and payment.
- 8. ADMISSIONS / PASSES:** Each vendor / booth will be issued 2 free vendor weekend wristbands. Extra weekend wristbands for **volunteers / employees only**, may be purchased for \$10.00 each. Any staff members who are not in possession of a wristband are required to purchase a general admission ticket to enter the Fairgrounds. Uxbridge Fair will not reimburse the cost of this ticket.
- 9. PARKING:** Vendors are to park in the designated public parking area. Vehicles are allowed on the grounds for set-up and take-down, during the specified times above, but must be kept in the designated parking area at all other times.
- 10. TERMS:** Should any question arise not provided for in these “Rules and Regulations” of the contract, the decision of the Uxbridge-Scott Agricultural Society Board shall be final.
- 11. NO FOOD is to be left in your vendor space overnight.**

# UXBRIDGE FALL FAIR

## 2023 SPACE RENTAL APPLICATION

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

LIST COMPLETE PRODUCT LINE: (any/all giveaway items MUST be approved by the Fair Board)

**INSURANCE CO. & POLICY NUMBER:** You **MUST** provide a copy of the face page naming you as the insured party having \$5 Million Liability Insurance **and naming the Uxbridge/Scott Agricultural Society and the Township of Uxbridge as 3<sup>rd</sup> party on the coverage.** Without this coverage your application will not be accepted.

### HOURS OF OPERATION:

FRIDAY      SEPTEMBER 08, 2023 ..... 5:00 PM – 11:00 PM (INSIDE VENDORS – 8:00 PM)  
SATURDAY    SEPTEMBER 09, 2023 .....10:00 AM – 11:00 PM (INSIDE VENDORS – 8:00 PM)  
SUNDAY      SEPTEMBER 10, 2023 .....10:00 AM – 5:00 PM

### WEEKEND RATES:

- Indoor Space** (10' x 10') \$175.00 + HST (\$22.75.50) = **\$197.75**  
 **Outdoor space size** (15' x 15') \$200.00 + HST (\$26.00) = **\$226.00**    Own tent required

**Hydro required (15 amp) Yes \_\_\_ No \_\_\_      Water required? Yes \_\_\_ No \_\_\_**  
Two *non-transferable* weekend wristbands will be issued for your use. Additional vendor wristbands, *only* for volunteers or helpers in your booth may be ordered below.

- Commercial Food Concession** \$425.00 + HST (\$55.25) = **\$480.25** (includes 4 passes)  
(Please indicate size including height and length including tongue). L \_\_\_\_\_ W \_\_\_\_\_ H \_\_\_\_\_

**Hydro required (15 amp) Yes \_\_\_ No \_\_\_      Water required? Yes \_\_\_ No \_\_\_**  
**(Include amps/volts and a connection picture if more than 15 amps)**

- I request \_\_\_\_\_ additional vendor wristbands at \$10.00 each = \$ \_\_\_\_\_

Payment Amount: \$ \_\_\_\_\_      Method of Payment:  Cheque     E-Transfer

Receipts will be issued for business purposes. (HST # 123630923)



## CONTRACT AGREEMENT

I, the lessee, shall indemnify and hold harmless the Uxbridge-Scott Agricultural Society, their members, agents, and employees, and Township of Uxbridge, 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 the lessee, his agents, employees or servants, or anyone for whose acts he/she may be held liable, howsoever caused. I hereby agree to the rules and regulations of this contract, and to any applicable laws and regulations as set out by the governments of this Municipality, Province or Country, and as confirmation, have signed below.

I have read and agree to abide by the Rules and Regulations of this Contract.

BUSINESS NAME: \_\_\_\_\_

APPLICANT NAME & SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

**PAYMENT BY E-TRANSFER – to [uxbridgefallfair@outlook.com](mailto:uxbridgefallfair@outlook.com) from  
email \_\_\_\_\_**

Please make all cheques payable to “Uxbridge-Scott Agricultural Society”

Mail to: **Uxbridge-Scott Agricultural Society**  
**PO Box 1472 Uxbridge, Ont. L9P 1N6 Attention: Space Rentals**

**A \$25.00 fee will apply to any returned or NSF cheques**

Vendor Coordinators: Debbie Dickie, Gloria Eng, Barb Orr and Michelle Viney

E-mail: [vendorinquiries@uxbridgefair.ca](mailto:vendorinquiries@uxbridgefair.ca)

Website: [www.uxbridgefair.ca](http://www.uxbridgefair.ca)

**\*\* Spaces will be reserved on a first come-first reserved basis with a completed application, contract AND PAYMENT (Your insurance may follow depending on the renewal date but MUST be received before you set up your booth).**