



September 09, 10, 11, 2022

YOUR COUNTRY FAIR

We are starting the preparations for the 2022 Fall Fair!

You will notice that our liability insurance requirement has increased. Liability and loss of property insurance (**minimum of \$5 million**) is **required** of all exhibitors and vendors. This may be personal, short-term or through a larger organization. **There are no exceptions.** If you need Vendor Event Insurance it will be available at a very reasonable rate through DUUO. Please visit www.duuo.ca.

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 or they may purchase a day pass at the gate for \$12.00 each day. Please refer to our website www.uxbridgefair.ca for maps and program information.

*****NEW THIS YEAR: 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.

Vendors will be listed on our website in early July once we have received your payment.

We try to have a wide variety of services and goods to offer the public, but we do not guarantee exclusive rights to any particular product or service.

Vendor Co-ordinators: Michelle Viney and Gloria Eng

E-mail: vendorinquiries@uxbridgefair.ca

RULES AND REGULATIONS

1. HOURS OF OPERATION:

Friday September 09, 2022.....5:00 PM to 11:00 PM (Inside Vendors-8:00 PM)

Saturday September 10, 2022.....10:00 AM to 11:00 PM (Inside Vendors-8:00 PM)

Sunday September 11, 202210:00 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 08, **3:00-8:00pm** and Friday September 09, **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 and 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.

UXBRIDGE FALL FAIR **2022 SPACE RENTAL APPLICATION**

BUSINESS NAME: _____

ADDRESS: _____

POSTAL CODE: _____

CONTACT PERSON: _____

PHONE: _____ E-MAIL: _____

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 3rd party on the coverage.** Without this coverage your application will not be accepted.

HOURS OF OPERATION:

FRIDAY SEPTEMBER 09, 2022 5:00 PM – 11:00 PM (INSIDE VENDORS – 8:00 PM)
SATURDAY SEPTEMBER 10, 202210:00 AM – 11:00PM (INSIDE VENDORS – 8:00 PM)
SUNDAY SEPTEMBER 11, 202210:00 AM – 5:00 PM

WEEKEND RATES - PLEASE CHECK ALL THAT APPLY

- Indoor Space (10' x 10') \$150.00 + HST (19.50) = \$169.50 *(Limited number available)*
 - Outdoor space size (15' x 15') \$175.00 + HST (22.75) = \$197.75 Own tent required
 - Food Concession \$ 400.00 + HST (52.00) = \$452.00 (includes 4 passes)
- (Please indicate size – FOOD CONCESSIONS ONLY) _____

Hydro required? 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.

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 OF APPLICANT: _____

SIGNATURE: _____

DATE: _____

PAYMENT BY E-TRANSFER – to 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 cheque

Michelle Viney & Gloria Eng
Vendor Coordinators

E-mail: vendorinquiries@uxbridgefair.ca
Website: 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).