

COLDWATER & DISTRICT AGRICULTURAL SOCIETY

Established 1894

Box 339, Coldwater, Ontario
L0K 1E0

BOOK NOW TO RESERVE YOUR SPACE FOR 2017 INDOOR VENDOR

**PLEASE READ THE CONTRACT IN FULL AS SOME CHANGES HAVE BEEN MADE.
ALSO PLEASE READ THE 'FOOD TRUCKING LICENSING INFORMATION'; 'MFSE-002-ANNUAL
INSPECTION-CHECKLIST'; & TSSA FORMS**

Enclosed please find a registration form to reserve space for the 2017 Annual Fall Fair. Fair dates are September 22nd, 23rd and 24th. Include a cheque for the full amount postdated to Sept. 1, 2017.

Space is filled on a first come first served basis. We look forward to your involvement again this year. Be aware, our space is limited so get your request for space in as soon as possible. Post-dated Cheques will be held until September 1st before deposit.

If for any reason, you find it necessary to cancel before Aug. 1st 2017, you will not be charged and your postdated cheque will be returned or destroyed. After that date and up to Sept 1st, a refund will be granted if the space has been filled by another vendor.

Please return completed application, Insurance Certificate, copy of Special Events Permit for Food Vendors, with your cheque to:

Coldwater & District Agricultural Society
c/o Laura Lamarre, P.O. Box 586, Coldwater ON L0K 1E0
Email: llamarremk@gmail.com Phone: (705) 715-5379

1. The Arena will close at 7:00pm on Friday and Saturday evenings and will open on Saturday and Sunday at 9:00am. SET-UP: will be any time after 12:30pm on Thursday until 8:00pm. Friday setup will be 11:30am to 1pm, as you need to be set up and ready to go by 1:00pm. No Vendors will be allowed on the main floor of the Arena, on Friday September 23rd before 11:30am, when judging of the Exhibits is taking place.
2. All Vendors must submit, with the application, a third party Insurance Certificate with Liability Insurance coverage of \$2,000,000.00 naming both Coldwater and District Agricultural Society and The Corporation of the Township of Severn, as third party coverage.
3. No Indoor Vendor is allowed to sell Cotton Candy, Popcorn and Candy Apples, as Magical Midways, have the full rights to be the only vendor, to sell these products.
4. Food Vendors **MUST** have a Special Events Permit displayed, in their Vendor area, at the Fair. This permit is issued by Simcoe Muskoka Health Unit located at 169 Front St. South, Unit 120, Orillia or for further information call 705 325-9565 Ext 7922 or visit www.simcoemuskokahealth.org and then go to "Businesses", "Foodservices", "Special Events" to "Permit Applications". There is no cost for this permit however a copy of the permit **MUST** be submitted with your application and the original copy displayed, within your vendor area, at the Fair.
5. All Food Vendors, whose primary purpose is to prepare food for human consumption **will be** required to have a Field Approval label, attached to their cooking equipment that contains propane and other hydrocarbon fuel-fired cooking appliances. All "Mobile Food Service Equipment" or MFSE (including appliances) **must** be certified by an agency accredited by the Standards Council of Canada and **must** have an annual safety inspection, by a licensed gas technician. For more information, visit the Technical Standards and Safety Authority's Website at <http://tssablog.org/p=828>.

Coldwater and District Agricultural Society Fall Fair
September 22nd to 24th, 2017

RULES /REGULATIONS /CONDITIONS FOR INDOOR VENDOR

Covering the privilege (but not the exclusive privilege) of the above business/operation at the Coldwater Fall Fair, subject to the rules and regulations and conditions governing concessions at the Fair, which I/we acknowledge as outlined below and form part of this agreement.

1. Set-up to be made Thursday, September 21st from 1:00pm - 8:30pm or Friday September 22nd from 11:30am to 1:00pm. Vendors **MUST** be 'ready to go' at 1:00pm Friday.
2. Each lessee is responsible for supplying all necessary equipment for their set-up. No tables or chairs are available!
3. Each lessee is allowed two plastic wristbands, which **MUST** be worn **WHILE ON THE PREMISES**. Extra wrist bands can be purchased for \$8.00 each.
4. Booths must be kept clean and all garbage placed in aisle for early morning collection.
5. Displays, demonstrations and distribution of advertising material are **NOT** permitted outside the confines of the booth.
6. Concessionaires are required to ensure that there are no disturbances to neighbouring concessionaires by sound systems.
7. Displays should be suitable for family viewing.
8. For Indoor Vendors: Signs/tables/gazebos must not project further than 10' from back wall. Solid side- walls **must not** be over 4' in height.

While all precautionary measures will be taken to guard against loss of equipment or display material (night guard is on duty), the Society will not be responsible for losses which might occur from pilfering, water damage, weather, fire, accident or any other causes. Concessionaires are advised to insure their own goods against any such loss.

The Lessee agrees to keep his/her display in the rented space for the entire time of the Fair. Displays must remain until 4 pm on Sunday, of the Fair.

ALL VENDORS:

1. Must submit, with the application, a third party Insurance Certificate with Liability Insurance coverage of \$2,000,000.00 naming both Coldwater and District Agricultural Society and The Corporation of the Township of Severn, as third party coverage.
2. Selling food products **must** have a permit issued by Simcoe Muskoka Health Unit located at 169 Front St., South, Unit 120 or for further information call 705 325-9565 Ext 7922 or visit www.simcoemuskokahealth.org and then go to "Businesses" to "Food Services" to "Special Events" to "Permit Applications". There is no cost involved for this permit however a copy of the permit **must** be submitted with your application and the original copy displayed, within your vendor area, at the Fair.
3. All Food Vendors, whose primary purpose is to prepare food for human consumption **MUST** have a Field Approval label, attached to their cooking equipment that contains propane and other hydrocarbon fuel-fired cooking appliances. All "Mobile Food Service Equipment" or MFSE (including appliances) must be certified by an agency accredited by the Standards Council of Canada and **must** have an annual safety inspection, by a licensed gas technician. For more information, visit the Technical Standards and Safety Authority's Website at <http://tssablog.org/p=828>.

**RENTAL AGREEMENT FOR INDOOR VENDOR SPACE AT
COLDWATER AND DISTRICT FALL FAIR SEPTEMBER 22ND TO 24TH, 2017**

READ # 1 UNDER THE RULES & REGULATIONS FOR SETUP TIMES AND DATES

No Indoor Vendor is allowed to sell Cotton Candy, Popcorn and Candy Apples, as Magical Midways, have the full rights to be the only vendor, to sell these products

NAME: _____

COMPANY REPRESENTED: _____

ADDRESS: _____

CITY: _____ **P.C.** _____

TELEPHONE: _____ **E-Mail:** _____

What will you be selling or demonstrating?

Space Required _____ ft. (10' deep @ \$11.00 per ft.) \$ _____

Electricity- Flat rate \$ 20.00 YES _____ NO _____ \$ _____

Additional Passes (see rule #3) _____ @ \$8.00 \$ _____

Total Amount Submitted \$ _____

Space is allotted on a first come basis.

Receipt to be signed by Indoor Vendor Coordinator for Coldwater and District Fall Fair 2016

Vendor's Copy:

Deposit Amount: _____ Cash Cheque Date Received: _____ Received By: _____

Balance Amount: _____ Cash Cheque Date Received: _____ Received By: _____

Indoor Vendor Coordinator's Copy:

Deposit Amount: _____ Cash Cheque Date Received: _____ Received By: _____

Balance Amount: _____ Cash Cheque Date Received: _____ Received By: _____

**RENTAL AGREEMENT FOR INDOOR VENDOR SPACE AT
COLDWATER AND DISTRICT FALL FAIR SEPTEMBER 22ND TO 24TH, 2017**

HOLD-HARMLESS AGREEMENT

Due to changes in LIABILITY INSURANCE for our Fall Fair, it is necessary for each concessionaire to sign this form and supply the Coldwater and District Agricultural Society with proof of Liability coverage, in the amount of \$2,000,000.00, releasing the Coldwater and District Agricultural Society, Directors, Coordinators and Volunteers; from all responsibilities should an accident occur. **Your Insurance Company will need to issue a third party certificate naming both Coldwater and District Agricultural Society and The Corporation of the Township of Severn, as third party insured.** This original copy Insurance Certificate is to be submitted with your application for Vendor space. In addition, Food Vendors must have a Special Events Permit; a copy of the Special Events Permit is to be submitted with your application, for Vendor space.

SHOULD YOU NOT WISH TO SIGN THIS AGREEMENT AND SUPPLY A CERTIFICATE AND SPECIAL EVENTS PERMIT, WE REGRET WE WILL NOT BE ABLE TO ACCEPT YOUR CONTRACT FOR THE FAIR.

I, _____ shall indemnify and hold-harmless, the Coldwater & District Agricultural Society, its members, agents, employees and volunteers, from and against all claims, demands, losses, damages, actions, suits of proceedings by any third parties that may arise out of, or may attribute, to all operations performed by or carried out by his/her agents, employees or servants, or anyone for whose acts he/she may be held liable, howsoever caused.

SIGNED _____

DATE _____ WITNESS _____

ADDRESS _____

YOUR INSURANCE CO. _____

POLICY # _____

ADDRESS _____

Please complete and return vendor application form, signed agreement, Certificate of Insurance and Special Events Permit, with your cheque to:
Coldwater and District Agricultural Society
c/o Laura Lamarre, P.O. Box 586, Coldwater ON L0K 1E0

Decisions of the Coldwater and District Agricultural Society's Executive are final.

FOR CONFIRMATION OF SPACE, ALL APPLICATIONS MUST BE RECEIVED BY AUGUST. 15, 2017