

# 2019

## EXHIBITOR REQUIREMENTS FOR THE KUTZTOWN FAIR

The sponsor agrees to reserve display space until Fair time provided that:

1. Exhibitor's payment is received prior to opening day of the fair, either by mail or at the Fair office.
2. Exhibitor agrees to have display fully erected by 4pm Monday and removed by 2 pm Sunday.
3. Sponsor reserves the right to reassign space locations if it is in the best interest of the fair.

**ELECTRICAL INFORMATION:** Nobody other than the authorized Kutztown Fair board electrician will be allowed to perform any electrical hookup or wiring of any equipment on the Kutztown Fairgrounds.

**INSURANCE REQUIREMENTS:** Tenants agree to maintain adequate insurance on its structure and all of the Tenant's property placed therein; in addition to maintain public general liability and damage insurance, with limits of not less than \$500,000 for personal injury. Present a certificate showing the: Kutztown Fair Association as an additional insured prior to the opening day the fair.

**SETUP AND TEARDOWN:** Setup can start before the Fair on Saturday, Sunday, or Monday August 10-12th. Setup must be complete no later than 4pm on Monday August 12th. Upon arrival, go to the Fair Office for directions to your location. After you have setup and unloaded your vehicle, please move your vehicle to the parking lot so that the roads are cleared for others to setup. No exhibit or concessions may be dismantled or removed during the continuance of the fair. Teardown may begin no sooner than 10pm on Saturday August 19, and Sunday with arrangements.

**EXHIBIT HOURS:** All vendors, inside or outside, must be open 4pm to 10pm on Monday, through Friday, as well as Saturday August 17th from 2pm to 10pm for Children's Day.

**NATURE OF EXHIBIT:** The Management reserves the right to decline or prohibit any exhibit, exhibitor or concession not deemed suitable, This reservation covers persons, things, conduct, printed matter, souvenirs and emblems; all things which affect the character of the exhibit or concession.

**FOOD LICENSE:** All food vendors are subject to an inspection for temporary food licenses by the PA Department of Agriculture early in the week. The vendor will pay the fee for the licenses. If vendor or exhibitor has a current PA permanent food license, please display it at the fair and notify the inspector upon arrival. The Kutztown Fair Association is not liable for any changes and/or fines deemed necessary by the PA Department of Agriculture.

### **VENDORS AND EXHIBITORS FURTHER AGREE:**

1. Cost of electrical connections, inspection fees and related costs are to be borne by the licensee.
2. There will be no refund of payment on the contract.
3. The licensee shall not interfere with other exhibitors or vendors by activity beyond the space this agreement covers, or by nuisances or excessive noise.
4. Roving solicitation is prohibited.
5. Each person is required to show only goods described on the application. Nothing additional will be added other than the printed or typed on this contract without written approval of the Fair Concession Chairman.
6. The above rules are in addition to any rules and regulation found on the back of the space contract.
7. The Fair will not be responsible for any loss of goods or property by theft, rain, or accident, nor act of God.