

**Portage County Randolph Fair
MERCHANT DEPARTMENT APPLICATION 2019**

Thank you for your interest in the 2019 Portage County Randolph Fair, Merchant Department. Receipt of this application by the Randolph Fair Merchant Dept. does not guarantee your business a space, please do NOT send money. Your application will be reviewed for consideration and we will contact you if accepted by approximately end of June or sooner.

Please read the rules and regulations thoroughly and ensure you can comply. Incomplete applications will not be accepted.

If you're accepted, you will be required to sign a contract acknowledging acceptance of the rules & regulations. A booth contract & amount due will be sent along with pertinent information for your completion/return.

Business Information

Business name _____ Owner name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Cell Phone _____

Point of Contact name and cell phone number _____

Email _____

List of Products and/or Services (Feel free to attach photos): _____

Business Website Address: _____

Preferred Requested Space:

Exterior Booth Front Footage x Depth: _____ (10'x10', 15'x15' or 20'x20')
Interior Booth Front Footage x Depth: _____ (10'x10', 15'x15' or 20'x20')

Are you open to accepting any booth available? _____

Tent Rental prices on page 3

Comments:

Exterior Booth prices are \$21.00 a foot
Interior Booth prices are \$26.00 a foot

Please return fully completed application for consideration to:
Portage County Randolph Fair
Merchant Dept. Superintendent
P.O. Box 213
Randolph, OH. 44265
Or Email: cesler@randolphfair.com

If you have any questions or require further information please contact: Merchant Superintendent- Charlie Breiding at (330) 325-7476 / (330) 808-0254 or Christy Esler -via email: cesler@randolphfair.com

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Rules & Regulations- *Please review and ensure you can comply if your application is accepted.*

All exhibits must be set up by Monday before fair 10pm (See Booth Set up below). All exhibits must be maintained in complete form from opening day, Tuesday 9 a.m. through the last day Sunday of fair, 8 p.m., and must be manned during the period of: Tues & Wednesday 10am – 9pm, Thursday (Senior Citizen Day/Kid Day) 9am – 9pm, Friday 9am – 9pm, Saturday 10am– 10pm and Sunday 11am – 8pm. Exhibits may not be dismantled until Sunday night (last day of fair) at 8 p.m. (Strictly enforced). Rules & Regulations are strictly enforced, Merchant Superintendent/Randolph Fairboard reserves the right to cancel/deny and or remove a business due to compliance issues.

Subletting of space is prohibited. No solicitation or distribution of literature shall be permitted on the Fairgrounds except by qualified exhibitors who may use this privilege only from within the confines of their own booths. Randolph Fairboard reserves the right to decline the sale of any item or cancel any approved contract. At any time on the fairgrounds use of profanity, perceived unprofessional/unlawful behavior, and/or volatile behavior by a contracted merchant business employee/volunteer or associate will be grounds for dismissal at the discretion of the Merchant Superintendent, Randolph Fairboard. The Merchant Department has the right to accept or deny any application. Please understand that your booth location may need to change and we do not provide exclusive rights regarding products. We will do our best to accommodate each vendor.

Merchant Contract- An approved/executed Merchant contract includes Merchant parking passes assigned by the Merchant office upon check in. No entry passes are included with the merchant booth price. Please make arrangements to purchase one day worker passes or weekly fair pass through the Fairboard main office. Please check website for office hours and pricing. Randolphfair.com

Booth Set up - Please check in with the Merchant office prior to set up if at all possible for exact booth location or see map inside Merchant building/ Merchant office exterior window. If you do not check in prior to set up it is your responsibility to relocate your booth per the direction of the Merchant Department. Main office hours are located on the fair website at randolphfair.com or call 330-325-7476. Set up must be completed Monday before fair start date (mandatory), from the hours of 8 a.m. - 10 p.m. Merchants are not permitted to set up on Tuesday (Fair opening day) for any reason. If you would like to set up prior to Monday before fair please feel free to do so. Contact the merchant office with any questions 330-325-7476 (Charlie or Christy). Security: Merchant Building sliding doors will be open each morning during fair an hour prior to manned hour start time and securely locked each evening at 10:00 p.m.

Electric- Electrical hook up is available on a first come basis, please bring your own extension cords etc. Please be sure all electrical cords comply with all Federal, State and local requirements.

Fire Extinguishers- Required by all interior Merchant booths.

SALES of Laser Pointers, Silly String, Stink Bombs, Poppers, similar items, raffle tickets or balloons (decoration/handouts or for sale) are strictly prohibited.

Watchmen will be on duty constantly and all reasonable precautions will be taken against damage, loss or injury, by fire, water, storm, theft, or act of God, etc., but the Randolph Fair Board does not guarantee or insure the exhibitor against damage, loss or injury not does it assume any liability in case of damage, loss of injury. Small and valuable exhibit material should be packed away each night.

Unless otherwise determined by the Society, the undersigned shall maintain a comprehensive commercial general liability insurance policy (including Premises Operations; Contractual Liability; Product Liability and Completed Operation; Board Form Property Damage) with liability limits of at least \$1,000,000 or greater and property damage limits of \$25,000 or more. Please ensure insurance agency includes business name.

Unless otherwise determined by the Society, the undersigned's insurance coverage shall be primary insurance as respects the Portage County Agricultural Society dba/Randolph Fair, it's appointed officials, employees and volunteers and that any insurance maintained by the Portage County Agricultural Society dba/Randolph Fair, it's appointed officials, employees or volunteers shall be excess to this insurance and shall not contribute to it.

Unless otherwise determined by the Society, prior to the fair, undersigned will provide the Portage County Agricultural Society dba/Randolph Fair with a certificate of insurance that confirms that the above insurance coverage is in place. The above signed merchant agrees that he will hold harmless the Portage County Agricultural Society dba/Randolph Fair, its elected officials and appointed officials, employees, volunteers, or all others working in behalf of the Portage County Agricultural Society dba/Randolph Fair by reason of any and all claims asserted or attempted to be asserted against them and by reason of death or injury to persons or damage to property in any way connected or associated with this agreement.

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The Lessee agrees to abide by and conform to all the LAWS of the STATE OF OHIO, the LAWS of the COUNTY of PORTAGE, RULES AND REGULATIONS, of the STATE OF OHIO AGRICULTURAL DEPARTMENTS (some exhibitors may be subjected to a license from the Department of Agriculture), and the RULES AND REGULATIONS of the PORTAGE COUNTY AGRICULTURE SOCIETY dba/RANDOLPH FAIR.

Exterior tent rental prices:

Tents must be reserved upon contract submission (see contract for entry) and paid for in full.

Price below includes set up and tear down

Pole Tents-

10 x 10	\$150.00
15 x 15	\$175.00
15 x 25	\$215.00
20 x 20	\$215.00
20 x 30	\$230.00
20 x 40	\$275.00
30 x 40	\$400.00
40 x 60	\$700.00

Frame Tent-

10 x 20	\$275.00

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