

WAYNE COUNTY FAIR

VENDOR APPLICATION



A NOTE FROM YOUR VENDOR COORDINATORS

Hello! We are so excited for the upcoming 2023 year! The dates of the Wayne County Fair are August 14th thru 19th.

We are so glad you are here! You are an integral part of our event. Your presence adds to the ambiance and makes the experience one of a kind for all who attend. Without you the fair would not be the same!

We have some exciting changes and opportunities for the upcoming fair. While many of those changes may not affect you directly, we hope that they make for a better experience for you and the attendees of the fair. Feel free to reach out to us at any point with questions.

Tyler and Sarah learned a lot in their first year as vendor coordinators. Those details are reflected in the changes that are being made. We are working hard to streamline the process, standardize pricing, and ensure fair and equal opportunities for all. We will do our best to address concerns and resolve issues promptly!

We will let you know when we have our theme. There will be some vendor competitions. As we get closer to the date of the Fair, expect to receive a packet with all your info in it including additional events you are welcome to participate in. We are so excited to be working with you!

Cheers!
Tyler & Sarah



REMINDERS & NOTES

- Prices locked in at current rates to vendors who confirm 2023 reservation at the 2022 Fair, all others subject to price increases.
- Vendors are required to carry liability insurance. The Fair has insurance options available if needed.
- If you are selling taxable items we require your NYS Tax # & certificate of authority.
- Food vendors are required to obtain a NYS department of Health permit to operate a temporary food establishment. Permits can be acquired through the Geneva District office.
- Dumping of Grease is only permitted in designated areas. This location will be shown on your map in provided packet as we get closer to the Fair.
- No trash is to be in garbage bags on the ground. It must be placed in garbage containers provided by our sponsor K&D Disposal.
- Anyone interested in selling food in the grandstands must request a permit ahead of time through the vendor office. No Candy or water is allowed to be sold.
- Set up time for booths and displays are the weekend before the fair (August 6th & 7th). All booths must be in place by 9:45 am Monday August 14th, 2023.
- Fair opens daily at 10am and buildings are closed and locked at 10pm.
- The Fair provides security on the grounds 24 hours a day.
- We require your booth is in place until Sunday Morning at 8am. No vehicles will be allowed on exhibit grounds before that time.
- Absolutely no dogs or pets are allowed on property during fair week. The exception is service dogs. Service dogs are allowed if proper paperwork is presented to a member of the Board of Directors of the fair.
- Shoes and shirts are required at all times.
- The fair will provide all beverages being sold on the grounds provided by the exclusive beverage sponsor.
- Prior to the fair, we will send out an order form for you to fill out with your requests and the set prices.
- Orders will be taken daily for next day delivery. Payment will be taken when delivery is made.

*** Please note, that these rules are subject to change through the year. And you will be updated accordingly.

THANK YOU FOR YOUR INFORMATION

WAYNE COUNTY FAIR



REGISTRATION FORM

Business Name

Date Received:
Payment Received:

For Office Use Only

Vendor Type:

☐

Permanent Food
Booth

☐

Outdoor
Vendors

☐

Inside Floral Hall & Commercial
Building Spaces (electrical included)

VENDOR PROFILE

Full Name

Full Address

Phone Number

Email

Vendor
Description

Please include/attach your menu or list of items for sale:

Emergency
Contact :

Name, Relationship & Phone
number

We have an existing booth dedicated to our business

☐

Space Required - all spaces unless otherwise noted are
measured in 10x10 :

Electric Hook up \$50

☐

Water Hook Up \$25

☐

WIFI internet \$25

☐

Electric Hook Up details :

Please share your electrical needs - Amps & Watts

Worker's Passes - 2 Passes per space. Additional passes
are \$5 each.

2 Passes +

Grandstand Vendor Pass - limited availability

☐

I am interested in the Fairs Insurance Options

☐

THANK YOU FOR YOUR INFORMATION

WAYNE COUNTY FAIR

VENDOR APPLICATION



VENDOR CAMPING

Full Name

Full Address

Phone Number :

E-Mail :

Start Date :

Start Date :

of People
in the Party :

Length of
Trailer/RV :

Camping Details: Please check all that apply

☐ **50 AMP Electric:** includes water and sewer. \$150 for the week

☐ **20 AMP Electric:** includes water. \$75 for the week

☐ **30 AMP Electric:** includes water. \$100 for the week

☐ **Tent Space:** limit 2 tents per site. \$50 for the week

Camp Lot:

Payment Received:

All payments due upfront.

VENDOR ADVERTISING

We offer social media and paper advertisements. Feel free to include a coupon or additional details that will enhance the attendees experience!

☐ **Social Media Ads** includes 5 Social Media Ads on the fairs facebook page. **\$20 per night**

☐ **Mass Distributed email:** Printed in the Wayne County Times prior to event with proposed schedule. Full Color **\$35 Each**

☐ **Double Business card size ad:** Printed in the Wayne County Times prior to event with proposed schedule. Full Color **\$66 each**

☐ **Announcer Booth** includes 3 announcements per day. \$6 per Day/ **\$30 for the week.**

Customer required to provide advertisement and details for ad. information can be emailed to waynecountyfairny@gmail.com.
Deadline July 25

THANK YOU FOR YOUR INFORMATION

WAYNE COUNTY FAIR

VENDOR APPLICATION



VENDOR CONTRACT

Union Agricultural Society at Palmyra a/k/a. the Wayne County Fair does not provide tables or chairs for your use. Vendor set up times will be available **Saturday and Sunday August 12th & 13th from 9am to 4pm.** This privilege is accepted upon condition that the business or use above stated is to be conducted in accordance with the Rules and Regulations of the Union Agricultural Society at Palmyra, which are used in transacting the business to which this privilege pertains. We reserve the right to prohibit or limit the use of bullhorns, music, pickets, plaques, demonstrations, etc., inside our outside of your area.

You may not dismantle or remove your display until Sunday August 20th. Penalty is forfeiture of space in the following year. No vehicles are allowed on the Fairgrounds until Sunday August 20, 2023. The location for said privilege to be assigned by the society and the business of running such privileges to be conducted to the satisfaction of the society. Retention of this contract on the part of the purchaser will be taken as evidence of acceptance. The Union Agricultural Society of Palmyra assumes no responsibility for the loss or damage of Lessee's property. Contract subject to Lessee's securing license from Department of Agricultural of this state. (if required). Certificate of Insurance and Certificate of Authority are required. No pets are allowed on the grounds the week of the fair; service animals are allowed on the grounds during the week of the fair with proper documentation. Society reserves the right to reject or terminate any contract at its discretion.

Signature Of
Lessee/Vendor

Signature Of
representative of the
Union Agricultural
Society at Palmyra

HOLD HARMLESS AGREEMENT

The Undersigned states that he/she is over 21 years of age and has read the entirety of this form and any attached rules and regulations and agrees to comply to them. The user hereby agrees to effectuate the naming of the Union Agricultural Society of Palmyra, a/k/a the Wayne County Fair, as an unrestricted additional insured upon the general liability policy which is required from the user as part of the use agreement.

He/She agrees to be responsible to the Union Agricultural Society at Palmyra, a/k/a the Wayne County Fair for the use and care of the facilities/grounds during any such event.

To the Fullest extent permitted by law, he/she on behalf of _____ (Name of business/organization here) does also hereby covenant and agree to defend, indemnify and hold harmless the Union Agricultural Society of Palmyra, a/k/a the Wayne County Fair, it's/their officers, directors and employees from and against any and all claims limited to death, or damage to that property (including any costs and or attorneys fees), or for bodily injury and or property damage to any such tangible property arising from, or in connection with, the negligent acts or property, facilities and/or services of the Union Agricultural Society of Palmyra, a/k/a the Wayne County Fair by that named --- The Wayne County Fair by user and/or its employees or agents as a result of, or during any such use for name the event here _____, scheduled on August 8th thru 13th 2022 which event shall be held upon the Union Agricultural Society of Palmyra a/k/a The Wayne County Fair's grounds, or in relationship to the Wayne County Fair.

Print Name: _____

Signature: _____ Date: __ / __ / __

WAYNE COUNTY FAIR

VENDOR APPLICATION

CERTIFICATE OF INSURANCE

Renter will acquire a Certificate of Insurance showing general public liability in the amount of not less than \$1,000,000.00. Union Agricultural Society at Palmyra, NY, a/k/a The Wayne County Fair, must be named as an additional insured on a primary and noncontributory basis. Certificate of insurance must include a 15 day written notice of cancellation to, Union Agricultural Society at Palmyra, NY, a/k/a The Wayne County Fair. All certificates of insurance shall be filed with The Wayne County Fair and must be presented to the Fair's Vendor Superintendent, and the Fair's Insurance Person, on or before 14 days prior to your event. The insurance policy must not be less than \$1,000,000.00 and with insurers authorized to do business in the State of New York.

PHOTO RELEASE FORM

I hereby grant the Union Agricultural Society at Palmyra, NY, a/k/a The Wayne County Fair permission to use my likeness in a photograph, video, or other digital media ("photo") in any and all of its publications, including web-based publications, without payment or other consideration.

I understand and agree that all photos will become the property of the Union Agricultural Society at Palmyra, NY, a/k/a The Wayne County Fair and will not be returned.

I hereby irrevocably authorize the Union Agricultural Society at Palmyra, NY, a/k/a The Wayne County Fair to edit, alter, copy, exhibit, publish, or distribute these photos for any lawful purpose. In addition, I waive any right to inspect or approve the finished product wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising or related to the use of the photo.

I hereby hold harmless, release, and forever discharge the Union Agricultural Society at Palmyra, NY, a/k/a The Wayne County Fair from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of this authorization.

I HAVE READ AND UNDERSTAND THE ABOVE PHOTO RELEASE. I AFFIRM THAT I AM AT LEAST 18 YEARS OF AGE, OR, IF I AM UNDER 18 YEARS OF AGE, THEN I HAVE ALSO OBTAINED THE REQUIRED CONSENT OF MY PARENTS/GUARDIANS AS EVIDENCED BY THEIR SIGNATURES BELOW.===== I ACCEPT:

Print Name: _____

Signature: _____ Date: __ / __ / __

WAYNE COUNTY FAIR

VENDOR INVOICING

INVOICE TO:

Fauget

Telp. 123-456-7890

Invoice Date:

8 May 2025

**** FINAL INVOICING WILL BE SENT OUT WITHIN 48 OF
RECIEVING APPLICATION**

Item Description	Qty	Price	Total
Vendor Space \$220 (10x10)			
Vendor Utilities: Electric \$50 (10x10)			
Vendor Utilities: Water \$25			
Fair passes: your vendor fee includes 2			
Camping			
Insurance			

Subtotal \$

Tax (15%) \$

GRAND TOTAL \$

*Thank
You*

PAYMENT INFORMATION:

Contract &

Vendor

Paperwork:

Union Agricultural Society

at Palmyra

PO Box 85, Palmyra NY 14522

Email:

waynecountyfairny@gmail.com

2023 BEVERAGE PROGRAM



The Detail

The Great Wayne County Fair will be implementing a Beverage program for all bottled non-alcoholic beverages for the 2023 Season.

The fair will provide all beverages being sold on the grounds provided by the exclusive beverage sponsor. Prior to the fair, we will send out an order form for you to fill out with your requests and the set prices. Orders will be taken daily for next day delivery. Payment will be taken when delivery is made.

If any customer or vendor does not place an order, they will not receive an order the next day. If product is needed same day, customers will be able to pick it up from designated location.

Pricing will be contracted prior to fair and provided Spring of 2023.

The fair will set the price of drinks. We will provide beverage signage for each vendor with pricing.

Beverages not included in this program (ex. Slushies, milkshakes, shaken lemonades, dairy products and other fresh made items) may continue to be offered by vendors.