

WAYNE COUNTY FAIR

2024 VENDOR APPLICATION



A NOTE FROM YOUR VENDOR COORDINATORS

Hello! We are so excited for the upcoming 2024 year! The dates of the Wayne County Fair are August 12th thru 17th.

We are so glad you are here! You are an integral part of our event that enhances 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 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.

2024's Fair Theme is "Cowboy Boots and Country Roots"! The Fair expects that you embrace the theme!

Lastly, there will be some new opportunities for vendors to participate in! The goal is to drive more people to your booths and increase your sales!

Cheers!

Thomas Moll & Sarah Hamilton

REMINDERS & NOTES

- Prices locked in at current rates to vendors who confirm 2024 reservation at the 2023 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 10th & 11th). All booths must be in place by 8 am Monday August 12th, 2024.
- Fair opens daily at 10am and buildings are closed and locked at 9pm.
- 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. Services 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, Pepsi.

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

PRICING

- Indoor Pricing - includes electric and sold in a 10x10 ft space..... \$300
- Outdoor Pricing - (from tuenge to trailer end if applicable), water & electric excluded..... \$28 foot
- Outdoor Permanent Vendor - includes water and electric.....\$30
- Non Profit Rate\$15 ft

VENDOR COMMITTEE CONTACT

- | | | | |
|--------------------|--------------|-----------------------------|---|
| • Sarah Hamilton - | 315-945-1341 | waynecountyfairny@gmail.com | Vendor Application, General Questions, Fair Flair |
| • Thomas Moll - | 585-746-6788 | madhype304@gmail.com | Beverage Program & Orders |
| • Tyler Hares- | 585-314-6743 | tyler.hares@gmail.com | |

THANK YOU FOR YOUR INFORMATION

WAYNE COUNTY FAIR, NY

AUGUST 12TH THRU 17TH, 2024



REGISTRATION FORM

Business Name

Date Received:
Payment Received:
Booth #

For Office Use Only

- Food Booth Outdoor Vendors Inside Floral Hall & Commercial Building Spaces Non profit & Community Sponsor

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 on the fair property. Includes water, electric

Space Required - Measure by the foot, include tongue on trailers

Electric Hook up \$50 Water Hook Up \$25 WIFI internet \$25

Electric Hook Up details : 100 amp 50 amp

Please share your electrical needs - Amps & Watts

Worker's Passes - 2 Passes per space. Additional passes are \$10 each. 2 (\$0) Passes +

Grandstand Vendor Pass - limited availability I am interested in the Fairs Insurance Options

I would like to participate in the Wayne County Fair Flair Project.
Details regarding project below.

Confirm your move in day- This is helpful organizing and placing vendors.

Vendors must be in place by 8am on Monday August 12th.

THANK YOU FOR YOUR INFORMATION

WAYNE COUNTY FAIR

VENDOR APPLICATION



WAYNE COUNTY FAIR FLAIR

In an effort to encourage fair goers and consumers to visit with our vendors, We are encouraging you to participate in Wayne County Fair Flair. This is not required, but the more vendors that participate, the higher the success rate! The requirements to participate are as follows:

Each vendor will offer 1 Wayne County Fair (WCF) themed item, exclusive the the WCF. The item will be sold to consumers throughout the week or until sold out. For example, Food vendors can have a WCF themed menu item like a burger special offered daily, a vendor that sells sox, could offer animal themed sox labeled with the fairs logo, custom magnets. it must be exclusive at the WCF only.

Each participating vendor will receive a sign stating they are part of the program, a figurine to hide in their booth and tokens to give to customers who search and find the figurine. Customers are not required to purchase anything however they are required to engage with you and find the figurine hidden in booth to ensure they receive a token. If they purchase a fair flair item they can receive 1 additional tokens. Tokens can then be brought to the WCF Information Center to be traded for fair swag.

The goal is to engage customers, increase sales and offer them another way to feel like they have participated in the 2024 Wayne County Fair. This is also an opportunity for you to be creative! We want you to come up with fun new items to sell and share with our customers and fairgoers!

Yes, I am interested in participating in the Wayne County Fair Flair Project!



TASTE OF THE FAIR

On Tuesday of the Wayne County Fair we are offering Taste of the Fair, participating food vendors will provide a \$3 Food Special and receive a sign saying that they are participating in this event. Specials are only available on Tuesday from 1-3 pm.

Yes, I am interested in participating in the Wayne County Fair Taste of the Fair



BEVERAGE PROGRAM

The Wayne County Fair will provide all beverages being sold on the grounds provided by the exclusive beverage sponsor, Pepsi Cola. If you are selling any of the following beverages, you are required to purchase from the fair. Those products include Gatorade, Pepsi, Diet Pepsi, Starry, Root Beer, Water. We will NOT allow for vendors to sell competitor options as we have a contract and sponsorship with Pepsi.

All orders will be taken daily for next day delivery. Vendors will be billed daily for the beverages and provided an email and printed version of the invoice. Invoices must be paid before closing of Fair on August 17th 2024.

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

Pricing and order forms will be provided 30 days before the start of Fair. Initial deliveries will be provided to you August 9th or when you check in.

The Fair will set the price of drinks. We will provide beverage signage for each vendor with pricing, if needed. Pricing will be provided 30 days before the start of Fair.

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 and not required to be purchased through the Fair.



Please sign that you understand and will comply.

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 10th & 11th from 9am to 6pm.** 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 or outside of your area.

You may not dismantle or remove your display until Sunday August 18th. Penalty is forfeiture of space in the following year. No vehicles are allowed on the Fairgrounds until Sunday August 18, 2024. 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

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 _____, scheduled on August 12th thru 17th 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: __ / __ / ____

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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: __ / __ / ____

CAMPING & LODGING

Vendor Camping can be booked through our website at waynecountyfair.org/camping

FAIR FLAIR

participant



at the



Vendors who agree to participate in the Wayne County Fair Flair will receive a Fair Flair Sign, Rubber duck and tokens.

- Sign should be visible for customers to see
- Rubber Duck should be hidden somewhere in the booth for customers to search for (hopefully encouraging interaction).
- Tokens are to be given to customers who find the duck.

Participating Vendors will commit to providing a Wayne County Fair themed item. Items can include but are not limited to specialty made soaps, candles, ornaments, Food Specials.

Customers will come to the booth for a visit searching for the duck. It will also prompt them to look for the specialty item you are looking for. When they find a duck, they receive a token. If they purchase a specialty fair item they receive 4 tokens



Customers can then turn in their tokens for "Fair Flair" (bracelets, pencils, pens, ect.) at the information booth

How many #fairflair tokens did you receive?

WAYNE COUNTY FAIR

VENDOR INVOICING DETAILS

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

Item Description	Qty	Price	Total
Vendor Space \$250 (10x10)			
Vendor Utilities: Electric \$50 (10x10)			
Vendor Utilities: Water \$25			
Fair passes: your vendor fee includes 2			
Camping			
Advertisement			
Insurance			

Subtotal \$

Tax (15%) \$

GRAND TOTAL \$

PAYMENT INFORMATION:

Contract & Vendor Paperwork: Union Agricultural Society
at Palmyra
PO Box 85, Palmyra NY 14522

Email: waynecountyfairny@gmail.com

We accept the following forms of payments:

- Credit Card
- Cash
- Check - Checks can be made payable and mailed to the following address:

Wayne County Fair

Attention: Vendor

PO Box 85,
Palmyra NY 14522

** Please note vendor payment in memo of check

Thank You