

METCALFE AGRICULTURAL SOCIETY
INDOOR CONCESSION APPLICATION
METCALFE FAIR – September 29 – October 2, 2011

PREFERENCE WILL BE GIVEN TO RETURNING CONCESSIONAIRES CONFIRMING ON OR BEFORE AUGUST 2, 2011. After this date, space will be on a first come, first served basis and given to concessionaires on our waiting list.

*Cheque or money order must be enclosed with application, payable to the Metcalfe Agricultural Society.

No post dated cheques accepted. No refunds.

*Displays may be set up Thursday evening, September 29, between the hours of 3-7 p.m. or Friday, September 30, before 9:30 a.m.

*Hours for Public are:

FRIDAY, September 30th - 10 a.m. to 8 p.m.
SATURDAY, October 1st - 10 a.m. to 8 p.m.
SUNDAY, October 2nd - 10 a.m. to 5 p.m.

*Booths must be occupied at all times the building is open. All booths must be vacated and left in a clean and tidy condition no earlier than 5 p.m. and no later than 6 p.m. on Sunday, October 2nd.

NO BOOTHS MAY BE DISMANTLED BEFORE CLOSING TIME SUNDAY EVENING WITHOUT PERMISSION OF THE COORDINATOR. ANY BOOTH CLOSED PRIOR TO SUNDAY AT 6:00 PM WILL LOSE THEIR PRIORITY POSITION FOR THAT SPOT NEXT YEAR.

*Security will be on duty during closed hours, and every precaution will be taken to protect your property, however, the Metcalfe Agricultural Society cannot be held responsible for any damage or loss of goods brought onto the grounds. Lessee of the booth space will be responsible for his goods at all times the building is open to the Public.

*No pets of any kind are allowed on the fair grounds or in the buildings. This policy does not apply to seeing eye dogs, or animals brought in as part of an exhibit or special event.

* It is required that each Exhibitor carry Proof of Liability Insurance.

* All tables or display areas are to be covered to the floor.

* Each Exhibitor is responsible for his own Vendor's Permit, according to Ontario Sales Tax Regulations. Each article to have a clearly marked price.

* No Exhibitor will hammer anything into the walls, ceilings, or floors. Any tables or backdrops must be supplied by the exhibitor.

* Please note some electrical outlets are available, but no guarantee can be given to the exhibitor. Extension cords will be required and must be provided by the booth lessee.

BOOTHS ARE 10' x 10' minimum

INDOOR CONCESSION RATES ARE AS FOLLOWS:

AGRICULTURAL HALL	\$14.00 PER FOOT (\$ 140.00)
GAZEBO	\$10.00 PER FOOT (\$ 100.00)
COMMUNITY CENTRE LOBBY	Available only to service groups & non-profit organizations

Please complete, sign, detach and **return this page with payment** no later than August 2, 2011 to:

Metcalfe Agricultural Society
Office Administrator – Meredith Brophy
P.O. Box 29
Metcalfe, ON K0A 2P0

I, _____ agree to the above terms of this agreement, and will not hold the Metcalfe Agricultural Society responsible for loss or damage of goods brought onto the grounds or building by me, and I agree to the space allotted by the committee.

NAME _____

ADDRESS _____ POSTAL CODE _____

TELEPHONE _____

SIGNATURE _____ DATE _____
(Mandatory)

E-mail address: _____

TYPE OF GOODS TO BE SOLD OR DISPLAYED _____

INSURANCE COVERAGE ____

(This must be sent back with your application or presented at least one month prior to the fair).

Area to be rented- please check off area in which you displayed last year

Agricultural Hall	_____	\$14.00 per foot
Gazebo	_____	\$10.00 per foot
Community Centre	_____	Available only to service groups and non-profit organizations

Cheques should be made payable to the Metcalfe Agricultural Society.

No contracts will be accepted without payment and no posted dated cheques please!