

**METCALFE AGRICULTURAL SOCIETY
OUTDOOR GROUNDS CONCESSION APPLICATION**

METCALFE FAIR – September 29 – October 2, 2011

PREFERENCE WILL BE GIVEN TO RETURNING CONCESSIONAIRES CONFIRMING BEFORE AUGUST 2, 2011 and space will be on a first come, first served basis.

APPLICATIONS and PAYMENT ARE TO BE MADE PRIOR TO **AUGUST 2, 2011** accompanied by CHEQUE OR MONEY ORDER, payable to the **METCALFE AGRICULTURAL SOCIETY** and forwarded to:

**Office Administrator or Concession Chair
Metcalf Fair Office
Box 29
Metcalf, ON K0A 2P0
Phone: 613-821-0591**

POST DATED CHEQUES WILL NOT BE ACCEPTED.

HOURS FOR PUBLIC:	THURSDAY, September 29	- 4 p.m. to 9 p.m.
	FRIDAY, September 30	- 10 a.m. to 9 p.m.
	SATURDAY, October 1	- 10 a.m. to 9 p.m.
	SUNDAY, October 2	- 10 a.m. to 5 p.m.

- ★ All booths are to be vacated and left in good condition by 6 p.m. Sunday.
- ★ Articles for sale must have the price clearly marked.
- ★ Tables and/or backdrops must be supplied by the exhibitor.
- ★ Some limited electrical outlets are available, but no guarantee of same can be given to the exhibitor.
- ★ Receipt and gate passes will be given to the exhibitor at fair time.
- ★ No booths are to be dismantled before closing time (5:00 P.M.) Sunday, October 2, 2011 without permission of concession chair.
- ★ Each exhibitor is responsible for obtaining his/her permit according to Ontario Sales Tax Regulations.
- ★ **NO LASER PINS, LASER LIGHTS OR KNIVES ALLOWED** on the grounds. These products are banned and their sale will not be permitted on the grounds. **Note: Disregard of this ruling will result in forfeit of payment, termination of contract, and immediate removal from grounds.**
- ★ Minimum 10 foot rental.
- ★ No holes allowed to be put into pavement surface.
- ★ 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.
- ★ No business will be conducted prior to Sept. 29, 2011 without the written authorization of concession chair.
- ★ If power is required prior to Sept. 29, 2011, a charge of \$25.00 per day will apply.
- ★ The Ontario Ministry of Labour advises that workers installing temporary structures on the Metcalfe Fair site fall under the scope of the Occupational Health and Safety Act, Ontario Regulation 213/91. Exhibitors must ensure that all individuals work in compliance with health and safety procedures as legislated by this act.
- ★ **It is required that each Exhibitor carry a minimum of at least one million dollars comprehensive liability insurance.**

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 into the grounds. Lessee of the booth space will be responsible for his/her goods at all times.

