

# CUMBERLAND COUNTY FAIR

September 1-10, 2017  
PO Box 64217  
Fayetteville NC 28306  
Phone - (910) 438-4140



## OUTSIDE VENDOR / CONCESSION AGREEMENT

The below named vendor/concessionaire agrees to hold harmless the Cumberland County Fair, Spectra Venue Management, and its agents, representatives, and employees from and against claims, damages and losses and expenses including reasonable attorney fees in any case where it shall be necessary to file an action: (1) arising out of the performance of the work herein which is one for bodily injury, illness, or death or for property damage including loss of use, and (2) caused in whole or in part by the vendor's / concessionaire's negligent acts of failures to act or that his agents, employees, contractor(s) or subcontractor(s) or anyone employed by them for whose act the vendor / concessionaire may be liable.

BUSINESS / INDIVIDUAL NAME \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ EMAIL \_\_\_\_\_

ADDRESS \_\_\_\_\_

(City) (State) (Zip)

PHONE (W) \_\_\_\_\_ (H) \_\_\_\_\_ (C) \_\_\_\_\_

LIST ALL PRODUCTS THAT YOU DESIRE TO SELL: \_\_\_\_\_

(Note: Upon acceptance as a vendor/concessionaire to the fair, any product or item not accepted will be deleted by the Fair Manager. First time vendors must attach photo of trailer/stand.)

**VENDOR FEES/PRIVILEGE:** Vendor/concession fees are based upon footage required, established fee and location

Non-Food \$30 per front foot  
Food Call for price  
Note: Corner Locations 1 1/2 times longest selling side

### AMOUNT OF SPACE DESIRED:

No. Linear Feet of Longest Selling Side \_\_\_\_\_ X Rate \_\_\_\_\_ = \$ \_\_\_\_\_ (Total Fee/Privilege)

Electricity \_\_\_\_\_

Rate: Up to 30 amp ---- \$40  
50-99 amp ---- \$50  
100+ amp ----- \$150

RV / Stock Truck @ \$250.00 EA. \_\_\_\_\_

Add. Passes @ \$25 \_\_\_\_\_

Tent Rental: \$110.00 / 10' /// \$200.00 / 20' \_\_\_\_\_

**TOTAL** \_\_\_\_\_

Amount Paid at Submission of Contract/Agreement \_\_\_\_\_

Balance Due (at setup) \_\_\_\_\_

Signature of the Fair Manager and Vendor / Concessionaire (lessee), respectfully, at the conclusion of this contract will constitute the execution of the contract.

Vendor Signature \_\_\_\_\_ (Date) \_\_\_\_\_

Fair Manager Signature \_\_\_\_\_ (Date) \_\_\_\_\_

**REMIT ONLY THIS PAGE AS VENDOR APPLICATION.  
MAKE COPY FOR YOUR RECORDS  
MAIL TO ADDRESS LISTED ABOVE.**

# Rules and Regulations for Outside Vendors and Concessions

The following rules and regulations shall be in effect, and will be strictly enforced, for all vendors/concessionaires participating in the 2017 Cumberland County Fair.

**CONCESSION TRAILER OR STAND.** Concessionaires must use clean, neatly painted trailers and stands. Overhangs and awnings must not extend over walkways. Trailer skirting is required. Tanks or other unattractive areas must be hidden from view by privacy fencing, and any tanks must be secured in accordance with applicable code(s) to prevent falling, leakage or other hazards. Grills and other cooking appliances must be kept at the rear of the concession space. Grills must be fenced with an attractive type material to protect fair attendees from such appliances.

All stands and trailers shall contain an operable fire extinguisher to combat Type A, B and C fires. A Class K fire extinguisher is required of food vendors who use animal fats in cooking preparations. Advertising on stands and trailers shall have only the name, type, and/or price of merchandise or food offered for sale. Items sold or dispensed from concession must be properly marked with the price of said item and clearly posted in easy view of customers. Products and services which are offensive to the public, racist in nature, drug related, sexually explicit or illegal are strictly prohibited. Concession products or services must correspond to the product description on your contract and not conflict with, differ from or exceed that description without written permission of the Cumberland County Fair.

**PEPSI PRODUCTS / ICE:** Pepsi is the official soft drink of the Cumberland County Fair. Only Pepsi products, including Aquafina water, will be sold at the fair. In addition, only 20 oz. plastic bottles will be sold at the fair and these must be purchased by concessionaires/vendors from the Centerplate representative located at the loading dock area of the Exposition Center or under the beer tent during operating hours. Can and/or glass bottles are not permitted to be sold.

Ice (20 lb. bags) will also be sold by Centerplate (the official caterer for The Crown Center) prior to opening hours and during operating hours at the same locations as Pepsi sales. Ice will not be permitted to be brought onto the fairgrounds from off-site vendors.

**SET UP:** Set up days begin Wednesday, August 30 at 10:00 am and continue through Friday, beginning at 10:00 am each day. Registration packages can be picked up from the Fair Office upon arrival at the fair. Set up can occur anytime after the registration package is picked up and all fees paid. Registration packages will not be available after 5:00 pm Wednesday or Thursday. Each vendor/concessionaire must be completely set up and ready for business no later than one hour before the fair opens on Friday, September 1. A map of assigned spaces will be included in the registration package, along with a Concessionaire/Vendor Handbook. Each concessionaire/vendor should familiarize himself with the Handbook and adhere to all rules and regulations. All privilege/fee balances must be paid at the time of registration check-in.

**TENTS:** No pop-up/Easy Up Tents will be permitted outside. Only commercial tents that are staked will be permitted. If the vendor does not own/possess a commercial tent, one may be rented from the fair's tent company at \$110.00 per 10' tent. Reservations for tents should be made at the time of application submission. Nightwalls can be rented also for \$1.00 per foot.

**UTILITIES / ELECTRIC:** Water will be provided at no charge. Electricity will be charged at the following rates: Up to 30 amp. - \$40.00; 50-99 amp -- \$100.00; 100+ amp -- \$150.00. Should electric service need to be wired in directly to the fair's service boxes, the fair's electricians must perform that service. No electric cords or wires are to be run across pathways or walkways. All electrical equipment must be UL approved.

**WASTE WATER DISPOSAL:** Each concessionaire/vendor that generates gray water must have a holding tank to contain that gray water.

**PAYMENTS:** The amount of deposit due upon receipt of your contract is 30% of the total minimum estimated privilege/fee, or as otherwise stated on your contract, with the balance due upon set up. Only cash or certified money order will be accepted for payment at time of set up....no personal checks will be accepted. Offered contracts which are not executed by Fair Management and returned, with the appropriate payment, by the date stated on the contract will be null and void. Concessionaires/vendors whose privilege is based on a percentage of gross sales will report gross sales to the Fair Manager daily during the run of the Cumberland County Fair. Gross Sales Report forms will be provided by the fair and reports for the preceding day must be completed and submitted to the Fair Manager along with the forms provided, no later than one hour after opening of the following day.

**GARBAGE & LITTER:** Sanitation and cleanliness are an essential part of the Cumberland County Fair. Your cooperation is required in maintaining a safe, clean and attractive fairground. All Concessionaires/Vendors are required to keep their units clean and the area immediately adjacent thereto clean and trash free. All disposable waste material must be placed in sealed plastic bags outside the front of your booth each night after closing, along with cardboard boxes, which must be broken down and laid flat. RV lot tenants are required to keep their space clean and trash free. Dumpsters are provided at several locations for garbage and trash. No pickup of garbage at individual RV sites will be made by the fair.

**HEALTH AND FIRE REGULATIONS:** It is the responsibility of each Concessionaire to become familiar with rules and regulations of the Cumberland County Health Department, the North Carolina Department of Health, the Cumberland County Fire Marshall's office, and the Fayetteville Fire Department. Each food vendor that is to be inspected by the Cumberland County Health Department will be required to the Cumberland County Health Department their completed inspection form, along with the inspection fee of \$75.00, no less than fifteen (15) days prior to the begin of the fair. The Cumberland County Health Department will inspect food vending locations only upon presentation of a written receipt for the inspection fee that will be provided to the vendor by the fair office. All food vendors are required to have at least a 10 lb. BC fire extinguisher. In addition, food vendors using oils derived from animal fats are required to have a Class K fire extinguisher.

**NOISE / NUANCES:** Sirens, bells, amplifiers, flashing lights or any equipment causing annoyance is prohibited. Gasoline or propane generators will not be permitted to operate at the fair. Vendors will not be permitted to sell knives, stink bombs, silly string, or poppers.

**TAXES & LICENSES:** It is the responsibility of the concessionaire/vendor to pay applicable federal, state, and county taxes and fees and for obtaining any required licenses or permits.

**HOURS OF OPERATION:** All concessions must be open for business at the scheduled gate opening time each day and are required to remain open until at least one hour past the scheduled gate closing time for that day, unless otherwise authorized or directed by the fair.

**INSURANCE:** Each food concession, or other concession directed by the fair, must furnish a Certificate of Insurance showing proof of general liability insurance, including but not limited to bodily injury, property damage and product liability, in the amount of at least \$1 million covering all of the concessionaire's equipment, vehicles, operations and activities on fair property. The following entities must be shown on the certificate as an additional insured: Cumberland County Fair and/or Spectra Venue Management and/or the Cumberland County Civic Center Commission. The Cumberland County Fair should be listed as the "certificate holder." The certificate must be issued by a company licensed to do business in North Carolina and acceptable to the fair and must be furnished to the fair no later than at the time of concession set up.

**OIL/GREASE DISPOSAL:** A commercial container will be furnished by the fair for disposal of used oil and grease. Oil and grease must be placed in the container, and not left beside the container. No other form of oil/grease disposal is permitted.

**ID BADGES AND PASSES:** Each concessionaire/vendor and each of his/her employees is required to have either an ID badge or a vendor pass to enter the fairgrounds. Each concessionaire/vendor will be furnished one (1) vendor pass per \$100.00 rent paid, i.e., if the vendor pays \$300.00 in rent, he will be allotted (3) vendor passes. Additional passes may be obtained from the Fair Office, or from the Fair Manager for a charge of \$40.00 per pass. The fair reserves the right to limit the number of passes issued for any concessionaire/vendor.

**VEHICLE PASSES:** Only stock vehicles necessary for the operation of your business will be issued a gate pass. All other vehicles will be issued a vendor parking pass. Reserved vendor parking will be in front of the Agriculture Center on East Mountain Drive. Any gate will honor vendor passes/ID badges. All stock trailers and trucks must be clearly marked with the concession name with appropriate parking passes displayed. All vendor supplies must be delivered and vehicles removed from midway at least one hour prior to each day's opening, after which no vehicles will be permitted to drive on the fair or carnival midway. After 1<sup>st</sup> warning, vehicles will be prohibited from inside midway at all times!

All vehicle passes must be hung on the rearview mirror and will be honored only at the gate shown on the pass.

**UPS / DELIVERIES:** Deliveries by UPS, Fed Ex, USPS, and other common carriers arrive throughout the day at the fair office. Please check with the office should you be expecting a delivery. The shipping address for UPS and FedEx packages is Cumberland County Fair, 1960 Coliseum Drive, Fayetteville NC 28306.

**RV/CAMPER AND LIVE-IN STOCK TRUCKS:** The fair has designated lots, with partial hookups available for parking living quarters during the Cumberland County Fair. Such vehicles may move onto the fairgrounds **ONLY** on Tuesday, August 29 from 8:00 am-7:00 pm. and must be removed from the fairgrounds no later than 9:00 am, Monday, September 11. Rates for partial or full-stay during that time period is \$250.00. Rent for **stock trucks** hooked up to fair electricity and/or water will be \$150.00.

**MISCELLANEOUS:**

No motorized or electric vehicles, including golf carts, are permitted on the midway or other walkways normally used by the public during all operating hours of the fair.

Outside washing of concession units will not be permitted after opening day of the fair.

Alcoholic beverages or drugs are not permitted on fair property.

Concessionaires / vendors are not permitted to make sponsorship deals or agreements without approval of fair.

Roving vendors or solicitors are not permitted. Concessionaire's / vendor's operations must be confined to the boundaries of their rented space.

Unleashed pets / dogs are not permitted on the fairgrounds at any times. During operating hours, only service dogs/animals are permitted on the fairgrounds.

***ENFORCEMENT: Fair Management, without prior notice, may close any concession or move out any RV tenant not operating in accordance with the provisions stated herein and/or signed the signed provisions, or if, in the sole discretion of Fair Management, the operation and/or presence of the concession or RV is not in the best interest of the Cumberland County Fair. Should vendor/concessionaire be removed from his/her space, no refunds will be given whatsoever.***

**FAIR WEBSITE:** [www.cumberlandcountyfair.org](http://www.cumberlandcountyfair.org)

**EMAIL:** [hbullard@sc.rr.com](mailto:hbullard@sc.rr.com)