

**HOULTON FAIR ASSOCIATION**  
**PO BOX 1454**  
**HOULTON, ME. 04730**  
207-532-4315 or email houltonfair@gmail.com

**Houlton Fair 2018 Dates: Saturday June 30<sup>th</sup> - Wednesday July 4<sup>th</sup>, 2018**

Maine Sales Tax ID #: \_\_\_\_\_ (required)

NAME: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ TELEPHONE #: \_\_\_\_\_

Secondary Contact: \_\_\_\_\_ TELEPHONE #: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

I am applying to the Houlton Agricultural Fair Inc., for Consideration hereafter set forth for the purpose of selling or exhibiting the following (please be specific): \_\_\_\_\_

**\*\*\*Please Note That Our Current Carnival Contract Prohibits the Sale of: ITALIAN SAUSAGES, DOUGHBOYS, & COTTON CANDY by Independent Vendors \*\*\***

Did You Need Electrical Hookup: YES(\_\_\_\_\_) NO(\_\_\_\_\_)

If So Amperage Needed: \_\_\_\_\_ Voltage Needed: \_\_\_\_\_

Did You Need Water Hookup: YES(\_\_\_\_\_) NO(\_\_\_\_\_)

Vendor Rental Fees: (MINIMUM 10 Feet Road Frontage Charged)

*(Maximum Width of 20 Feet Deep -For each Additional 10 Feet -Add \$25.00 to Fee)*

	<u>Vendor Pricing</u>	<u>Pay in Full before 5.31.2018</u>
04 -14 FOOT FRONTAGE:.....	.....\$250.00 TOTAL	\$225.00
15-19 FOOT FRONTAGE:.....	\$275.00 TOTAL	\$250.00
20-24 FOOT FRONTAGE:.....	\$300.00 TOTAL	\$275.00
25-29 FOOT FRONTAGE:.....	\$325.00 TOTAL	\$300.00
30-34 FOOT FRONTAGE:.....	\$350.00 TOTAL	\$325.00
35-39 FOOT FRONTAGE:.....	\$375.00 TOTAL	\$350.00
40-44 FOOT FRONTAGE:.....	\$400.00 TOTAL	\$375.00

**Each Additional 5 Feet Add \$25.00 per 5 Feet**

**Demo Derby/Motor Sports/ - Cost: \$400.00 -Combine with options above and receive discount.**

During our Motor Sports at the Fair you can be a Walk Around Vendor Selling Your Items or Set up a Temporary Booth In This area. Space is Limited to 2 Food Vendors & 1 Merchandise Vendor. Booth Space is Limited to 10x10 Space

***Due to Contract with Music act - This area is off limit to merchandise and food vendors.***

A **\$50.00 deposit is required** along the submission of this application. All Deposits are Non Refundable  
The ***balance of the rental fee is due in full at the Fair Office upon your arrival at the Fair.***

INSURANCE CERTIFICATES MUST BE RECEIVED BY **JUNE 30<sup>TH</sup>, 2017**

**Booth Space is Always Available. -**

If After June 23<sup>rd</sup> 2018 -Please Call 207-532-4315 for Availability

NOTICE TO ALL FOOD VENDORS: The dumping of gray water will be closely monitored and fines assessed if improperly dumped. Please bring enough hose and T's as location of water source will require them and they are NOT provided by the Fair.

IF YOU WISH TO CAMP ON THE FAIRGROUNDS, CAMPING FEES ARE AN ADDITIONAL \$50.00, WHICH WILL COVER ALL FIVE DAYS OF THE FAIR.

\_\_\_\_ YES, I WILL BE CAMPING - \_\_\_\_ NO I Won't Be Camping

**NOTE: Sleeping In Your Vehicle on the Fairgrounds once the fair has closed for the day represents CAMPING and you will be charged for A camping space.**

Booth Size: \_\_\_\_\_ **X** \_\_\_\_\_ Electrical(\_\_\_\_\_) Camping(\_\_\_\_\_)

Totals:

Independent Booth Size Cost(From Above): \$ \_\_\_\_\_ .00

Camping Fee: (Yes – add \$50.00) \$ \_\_\_\_\_ .00

TOTAL DUE: \$ \_\_\_\_\_ .00

Deposit(Due Before 06/15/18) \$ - 50.00

Remaining Balance: \$ \_\_\_\_\_

**MAKE CHECKS PAYABLE TO: HOULTON FAIR ASSOCIATION**

**MAIL ALL PAYMENTS TO**

**HOULTON FAIR ASSOCIATION**

**ATTN: INDEPENDENT VENDOR LINE**

**PO BOX 1454**

**HOULTON, ME. 04730**

**We ACCEPT VISA/MASTERCARD FOR PAYMENT - To Pay by Credit Card Call 207-532-4315**

**\*\*\*\*\* OFFICE USE ONLY \*\*\*\*\***

Amount Due:\$ \_\_\_\_\_ .00 - Deposit: \$ 50.00 = Total Due: \$ \_\_\_\_\_ .00

Deposit Rec'd ON: \_\_\_\_/\_\_\_\_/\_\_\_\_ Chk #: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

Full Payment Rec'd: \_\_\_\_/\_\_\_\_/\_\_\_\_ How: \_\_\_\_\_

Insurance Certificate Rec'd On: \_\_\_\_/\_\_\_\_/\_\_\_\_

**\*\*\*\* IF YOU ARE A RETURNING VENDOR FROM THE PREVIOUS FAIR WE WILL GUARANTEE YOU YOUR BOOTH SPACE FROM LAST YEAR – IN ORDER TO DO**

**THIS YOUR APPLICATION NEEDS TO BE RECEIVED BY JUNE 15<sup>TH</sup> 2018. IF APPLICATION HASN'T BEEN RECEIVED -NO GUARANTEE OF PREVIOUS SPACE WILL BE OFFERED-PLEASE MAIL YOUR FORM BACK IN ASAP\*\*\*\***

### **CONCESSIONAIRE RULES AND REGULATIONS**

- (a) Concessionaire may not sublease any space.
- (b) ALL concessions must be opened and manned from 11:00 AM until Fair Closes for the day.**
- (c) Signs, posters, etc., are not to be stapled to any building, tree or pole.
- (d) Sales or solicitation must be confined to the concessionaire's space and in NO case may they be extended into any other part of the Fairgrounds. No walking sales allowed
- (e) ALL concessionaires must check in with the Fair Office before setting up.**
- (f) Any concessionaires may be relocated or removed from the Fairgrounds if Fair Officials determine it to be advisable, removal from the Fairgrounds will occur if concessionaire fails to comply with Fair rules and regulations. No Refunds will be given.
- (g) Concessionaires are NOT welcome that have makeshift or slovenly appearance or which provide poor quality products or services; or where the concessionaire or employees fail to cooperate with Fair Officials. All wood structures must be painted or stained.
- (h) Concessionaire must register each and every automobile, van and/or supply truck and obtain approval as to where the same may be parked. There will be NO vehicles allowed in the Midway area from 11 AM to 9 PM.
- (i) Concessionaire can't be set up earlier than three (3) days before the Fair opens, nor later than 2 days after it closes. Individual arrangements must be made with the Fair Officials as to camping space. As noted on the contract, a fee of \$50.00 is required for this space.
- (j) Any gambling concessionaire should be aware that the Fair Association, as the Licensee, will impose its own standards, which may on occasion be stricter than the State Law.
- (k) NO CONCESSIONAIRE SHALL BREAKDOWN OR REMOVE THEIR EXHIBIT FROM THE GROUNDS BEFORE 9:00 pm ON THE CLOSING DAY OF THE FAIR.**
- (l) If a Concessionaire is a nuisance to its neighbors for any reason or creates unreasonable noise, odor, refuse or other causes they will be asked to leave the fair grounds and No Refunds will be Given.
- (m) Concessionaires must comply with the FAIR LIABILITY INSURANCE requirements.
- (n) Concessionaires must sell or exhibit what the contract states. Selling any items not allowed, will be just reason for removal of product and/or concessionaire.
- (o) Obscene posters, hats, t-shirts, drug paraphernalia or other items may not be displayed or given away as prizes nor may any item deemed nuisances (i.e.: canned string, stink bombs, noise makers, knives, numb chucks, throwing discs or ANY item that either Fair Officials or Local Law Enforcement Officials deem as dangerous) be sold or given away. Failure to comply will be just cause for immediate removal of product and/or concessionaire.**
- (p) Concessionaire may be required to leave the Fair for noncompliance with these rules and regulations, and in such case NO REFUND on RENTAL or OTHER charges will be made **All decisions made by Fair Officials Are Final.**

(Q) \*\*\*NEW\*\*\*\* FOOD & BEVERAGE RULES!

1. ALL FOOD & BEVERAGE CONCESSIONAIRES MUST FOLLOW THE PRICING GUIDELINE SET UP BY THE HOULTON FAIR BOARD.

PRICING GUIDELINES ARE THE FOLLOWING:

**ALL SODA BEVERAGE MUST BE AT SOLD AT A MINIMUM OF \$2.50 PER BOTTLE OR CAN**

**ALL WATER BEVERAGES MUST BE SOLD AT A MINIMUM OF \$2.00 PER BOTTLE**

2. ALL FOOD & BEVERAGE CONCESSIONAIRES MUST BE SET UP THE DAY BEFORE THE FAIR OPENS FOR INSPECTION BY THE STATE OF MAINE HEALTH INSPECTION UNIT.

3. ALL FOOD & BEVERAGE CONCESSIONAIRES MUST BE LICENSED BY THE STATE OF MAINE AND HAVE A SALES TAX ID NUMBER

4. FAILURE TO FOLLOW THE RULES OR HOULTON FAIR'S PRICING REQUIREMENTS WILL RESULT IN IMMEDIATE SHUTDOWN OF YOUR BOOTH AND/OR REMOVAL OF YOUR BOOTH FROM THE HOULTON FAIR GROUNDS

BY SIGNING BELOW I HAVE READ AND ACKNOWLEDGED THE NEW RULES FOR FOOD & BEVERAGES THAT HAVE BEEN PUT FORTH BY THE HOULTO FAIR ASSOCIATION. IF I VIIOLATE THESE RULES DURING THE FAIR, THE HOULTON FAIR HAS THE RIGHT TO SHUT ME DOWN UNTIL I COMPLY WITH THE RULES ABOVE.

\_\_\_\_\_  
VENDOR APPLICANT

\_\_\_\_\_  
DATE