

HOULTON FAIR ASSOCIATION
PO. BOX 1454
HOULTON, ME 04730
contact@houltonfair.org

VENDOR/EXHIBITOR BOOTH RENTAL AGREEMENT

Houlton Fair Dates - Friday, July 11th through Sunday, July 13th 2025

Business Name: _____

Primary Contact: _____ Telephone: _____

Secondary Contact: _____ Telephone: _____

Address: _____

Email: _____

Each Vendor shall provide any food license certificates (if applicable) with the signed agreement unless other arrangements have been made with the Houlton Fair Association. Each Vendor shall obtain and keep in force until completion of the Houlton Agricultural Fair, including setup and teardown, a commercial general liability insurance contract with liability limits equal to or greater than \$1,000,000 each occurrence. The Vendor shall provide a certificate of insurance to the Houlton Fair Association, evidencing such coverage with or within ten days of the signed agreement. **Setup is prohibited until evidence of insurance is provided.**

Hold Harmless/Indemnification: The Vendor/Exhibitor shall be solely responsible for any and all injuries to persons or damages to property or any other injury, claim, damage, or loss of whatever nature, arising directly or indirectly from the Houlton Agricultural Fair. Vendor/Exhibitor shall INDEMNIFY, SAVE, AND HOLD HARMLESS the Houlton Fair Association and its volunteers from and against all liability, loss, damages, claims, costs, and expenses (including attorney fees) arising out of injury to persons or damages to property or any other injury, claim, damage, loss, cost, or expense arising from the Houlton Agricultural Fair.

The dumping of gray water will be closely monitored, and fines assessed if improperly dumped. Please bring enough hose and Tees as the location of the water source will require them for access and are not provided by the fair.

All booths must be staffed from the time gates open until close for the duration of the 2025 Houlton Agricultural Fair scheduled dates. All Vendors/Exhibitors are responsible for supplying their own shelter (i.e., tent) that will be constructed on their allocated rental plot. To ensure the safety of other Vendors/Exhibitors and patrons alike, Vendors/Exhibitors are responsible for safely securing their shelter to the ground via stakes, cinder blocks, etc. During inclement weather, the Houlton Agricultural Fair will remain open for business until the Fair Board of Directors deems otherwise, so Vendors/Exhibitors shall plan accordingly.

The following articles are prohibited to be sold or displayed: Knives with blades over 4", swords, machetes, throwing stars, nun chucks, fireworks, poppers/snappers, cap guns, water guns, smoke & stink bombs, drugs, drug paraphernalia, and alcoholic beverages. Obscene posters, hats, t-shirts, and flags may not be openly displayed on the midway. The sale of multi-tools or pocketknives with blades less than 4" is permitted as long as customers are of age and are immediately leaving the grounds. ANY other item that either Fair Officials or Local Law Enforcement Officials deem a nuisance or dangerous may not be sold or given away. If soda is being sold, the size must be 20oz, and the price shall be \$4.00. All items must be sold or exhibited according to state and local laws and with this contract. Failure to comply will be just cause for immediate removal of the product and/or concessionaire.

The sale of CBD and CBD products shall be accepted as long as said products meet the requirements pertaining to Maine State Law on the sale thereof.

The Houlton Agricultural Fair has added **\$FAIR BUCKS\$** as the prize for many of the kids' games and competitions. Fair Bucks is used as an alternative form of payment among the vendor lines. Vendors shall accept Fair Bucks as cash and turn them into the fair office each evening or at the conclusion of the Houlton Agricultural Fair to be fully reimbursed for said payments. Participation in this program allows kids to experience the proud feeling of purchasing something with monies they earned, all while keeping business within the fair Vendors.

The camping fee covers camping from Wednesday, July 9th, to Tuesday, July 15th, before noon. Sleeping in your vehicle is considered camping and will be subject to the camping fee. Showers will be available in the John Millar Civic Center between the hours of 6 AM and Midnight for Vendors who are camping on-site.

Although the Houlton Fair Association provides overnight security, Vendors/Exhibitors are responsible for safely securing their products in their booth area overnight. The Houlton Fair Association will not be responsible for any missing, lost, or stolen items.

By signing below you agree to the terms set forth above.

Signature:

Date:

Print Name:

All vendors/exhibitors will adhere to current CDC & Maine Dept of Health guidelines. Failure to comply will result in immediate removal from the fairgrounds. All decisions of the Houlton Fair Committee are final.

Business Name: _____

Maine Sales Tax ID #: _____

Federal Tax ID # (EIN): _____

Food License # (if applicable): _____

Health Inspection Program (HIP) ID # _____

Is your business a 501(c)(3) Nonprofit? YES NO

Please write a brief description of the items or services your business sells.

Please indicate frontage requested: All vendor spaces are 15 feet deep.

10-14 foot frontage

15-19 foot frontage

20-24 foot frontage

25-29 foot frontage

30-34 foot frontage

35-39 foot frontage

40-44 foot frontage

Do you need electrical hookup: YES NO

If YES, amperage needed: _____ Voltage Needed: _____

Do you need water hookup: YES NO

Are you requesting a camping site: YES NO

Amount paid: _____ Check # _____

Insurance Certificate enclosed: YES NO

Fees for 2025:

\$200.00 for Food Vendor.

\$150 for Non Food Vendor

\$100 for Local Craft Vendor (25 miles or closer to Fair Grounds)

Power/Water Hook-up fee \$25.00

Camping Fee \$35.00

**PLEASE MAKE ALL CHECKS PAYABLE TO
HOULTON FAIR ASSOCIATION
AND MAIL TO
P.O. BOX 1454, HOULTON, ME 04730**