



Dear Vendor,

Thank you for your interest in the Barrie Fair. This year, our event will run from August 27 – 29, 2010.

As we continue to work through the planning process for our proposed new location of the fairgrounds in Essa Township, this year we have made arrangements with the Georgian Bay Steam Show to host the fair at their grounds located in Cookstown, Ontario.

As in the past, we will present agriculture in an entertaining and educational fashion with farm animals, horse shows, arts & crafts, flowers, fruits & vegetables, a spectacular midway with rides and games, children's entertainment, ATV Obstacle, Truck and Tractor Pull and more.

We have always been recognized as one of the premier agricultural summer fairs in Central Ontario, attracting visitors and competitors from across our province.

The Barrie Fair is organized by volunteers from the rural and urban communities and is a non-profit, charitable organization known as The Barrie Agricultural Society. Our fair is a well recognized event which attracts families with pre-teen age children, teenagers, youth and the 50+ generation.

As per your request, enclosed, please find a Vendors "Request for Space" Information & Application Package.

As vendor space is limited this year, all applications received will be reviewed and decided upon at the discretion of the Barrie Agricultural Society. Please ensure that you read the attached package in full following the application process as outlined.

We look forward to having you at the Fair and should you require any further information or assistance please feel free to contact us directly.

Sincerely,

Cindy Vecchiarelli  
Barrie Fair Co-ordinator



**2010 BARRIE FAIR**  
**August 27 – 29**

**VENDORS “Request for Space”**  
**Information & Application Package**

**TEMPORARY LOCATION**

This year's fair will take place at the Georgian Bay Steam Show grounds in Cookstown, Ontario. This will be a temporary site for us as we continue to prepare our new facilities in Essa Township.

**FACTS**

- Largest Summer Fair in Central Ontario with an attendance of 20,000
- Advertising budget includes local TV/Radio/Newspaper and Internet
- Some of our attractions include ATV Obstacle Racing, Truck & Tractor Pull, Little Ray's Giant Snakes of World, Children's Entertainment, Strolling Entertainers, Live Local Band Entertainment, Farm Animals, Arts and Crafts, Food, Baking, and Outdoor Vendors
- Campbell Amusements Spectacular Midway

**FAIR HOURS OF OPERATION**

Friday August 27, 2010	10:00am-9:00pm
Saturday August 28, 2010	10:00am-9:00pm
Sunday August 29, 2010	10:00am-5:00pm

**APPLICATION PROCESS**

- The 2010 Barrie Agricultural Society Request for Space application at the Barrie Fair is neither an offer nor a guarantee.
- Deposit of 50% of the total cost is required together with your application. Post-dated cheques will not be accepted. The balance must be paid in full by August 1, 2010. Should we not receive your balance by this date, your deposit will be forfeited and your space will be re-sold. There will be a \$25.00 charge for all NSF Cheques. Deposits are non-refundable unless your application is not accepted.
- Applications will be considered based on the following criteria: quality, diversity, demand, previous experience and current standing with the Barrie Fair. Applications that meet our criteria will be considered for available space on a first-come, first serve basis and will be at the discretion of the General Manager, Barrie Agricultural Society.
- You must include, together with your application a clear photograph of your concession or exhibit. Photos will not be returned. Copies of any brochures, handouts, catalogs, etc., that best describe your product/service must also be included with your application.
- A detailed list of the products you are requesting to sell/display must be specific. If your application is selected it will be on the basis of the original list provided in your application only. Any changes must be made in writing to the Barrie Agricultural Society. No changes can be made on contracts after August 16, 2010.
- Sale of Cotton Candy or Candy Apples will not be permitted.
- Subletting is NOT permitted.
- A confirmation letter will be mailed to you confirming your application with us.

## **INSURANCE - MANDATORY**

- All food vendors/exhibitors must file proof of Public Liability Insurance to a minimum of \$2,000,000.00.
- All Vendors/Exhibitors must provide to the Barrie Agricultural Society, 30 days prior to the Fair, a certificate of Insurance listing the Barrie Agricultural Society as Additional insured. The date of coverage must include move-in and move-out dates extending beyond the opening/closing dates of the Fair. Any other insurance you wish to carry is your own responsibility.
- Proof of Insurance must be submitted to the Fair office prior to set up or you will not be allowed to set up.

## **OFFICIAL BEVERAGE SUPPLIER – PEPSI**

- This year's, official beverage supplier will be Pepsi. Only Pepsi products will be permitted for sale to your customers during the Fair.
- You will be required to place your order directly with the Fair Office Staff. We will accept Cash or Debit Only. Cheques will NOT be accepted.

## **HYDRO/ELECTRICAL REQUIREMENTS**

- All electrical requirements must be specified on your application form.
- As of January 2006, Hydro Inspection is mandatory of all hydro connections and supply cords and must meet code. Inspections will take place on Thursday August 26, 2010 at approximately 6:00pm. Any vendors requiring hydro after the initial inspection will be responsible for the inspection fees.
- Hydro Costs are as follows:  

Outdoor Hydro (non Food)	110V-15amp, One per space \$25.00 (plus hst)
Outdoor Hydro (Food Vendors)	\$150 per hook up (plus hst)

Vendors/Exhibitors/Concessionaires are responsible for providing their own extension cords. Any large draw electrical items must be pre-arranged. Hook ups are carried out by the Fair Electrician.

Please note: Electrical requirements for this year's fair is very limited. We may not be able to guarantee your electrical needs. If you have your own generators, or access to one, we encourage you to bring them. Please indicate on the Vendor's Space Application Form if you will be supplying your own generator.

## **MOVE-IN/MOVE-OUT DATES**

- NO exhibits/concession stands, nor any part of an exhibit/concession stand, will be permitted to be removed before the close of the Fair.
- To ensure your success and ours, all concession stands and exhibits/vendors must open on time and remain open until the scheduled closing time.
- The Barrie Agricultural Society does not rent forklifts or staff to assist you in moving into your space.

Food & Beverage Concession Stands:	Move-In	Wednesday August 25/10	9am-6pm
	Move-Out	Sunday August 29/10	5pm-7pm or
		Monday August 30/10	8am-10am
All other Vendors/Exhibitors:	Move-In	Thursday August 26/10	9am-4pm
	Move-Out	Sunday August 29/10	5pm-7pm

If you fail to show up for set up on the above noted days/times your booth/space will be resold with NO REFUNDS

## **GARBAGE REMOVAL**

- We take the appearance of our grounds seriously. In order to keep our facility in top shape, we must have your co-operation. Please keep your area clean from garbage. Empty boxes must be collapsed.

## CERTIFICATE OF PROPANE INSPECTION

- If you haven't already done so, you must supply the Barrie Agricultural Society with a current certificate of propane inspection and comply with Provincial & County Health Unit regulations prior to set up.

## APPLICATION FOR SPECIAL EVENT PERMIT – ALL FOOD & BEVERAGE VENDORS

- Enclosed, please find an application for your Special Event Permit from the **Simcoe Muskoka District Health Unit**. As you are aware, this application form must be completed in full and submitted by you directly to any SMDHU office 10 days prior to our event.

## CONDUCT OF EXHIBITORS

- Your booth must be manned at all times during the fair.
- Sales people and demonstrators are prohibited from operating in the aisles and from extending their activities into the aisles.
- No roving vendors or roving solicitors shall be permitted to operate inside the fairgrounds.
- Surveys may only be conducted within the space contracted.
- Smoking is not permitted in any of our buildings, tents, barns, public bathrooms.
- No balloons of any type are allowed to be distributed during the Fair.
- Drinking alcoholic beverages in booths or anywhere on the grounds is not permitted.
- Amplified sound is not permitted from a booth or exhibit area unless written permission is granted by the Barrie Agricultural Society.
- Vendors/Exhibitors/Concessionaires will not be allowed to hand out handbills or other forms of advertisements around the fairgrounds, buildings or parking lot.

## BOOTH STANDARDS

- We prefer your booth not to exceed the maximum height of 8'. Nothing in the front portion of your booth (or within 5' of the front) may exceed 4'. It must not block your neighbour's exhibit. With permission from the Fair Office, some booths may need more height and will be allowed.
- No hand written signs will be allowed. All signage must be professionally done.
- Setting up outside means that you have to take several factors into consideration such as, weather (rains, high winds), security plus other things that may affect your operation. When you begin planning your booth outside, please bear in mind that all's we are providing you with is the grounds space. Everything else that you require to operate is your responsibility.

## COSTS

Non Food & Beverage Vendors Minimum space sold is 10 feet

10 feet wide x 10 feet deep.....	\$210.00 + \$27.30 hst = \$237.50
20 feet wide x 10 feet deep.....	\$270.00 + \$35.10 hst = \$305.10
30 feet wide x 10 feet deep.....	\$390.00 + \$50.70 hst = \$440.70
40 feet wide x 10 feet deep.....	\$500.00 + \$65.00 hst = \$565.00

Food & Beverage Vendors Minimum frontage sold is 15 feet

15 feet wide \$750.00 + \$97.50 hst = \$847.50  
Additional frontage is available at \$50.00 per foot plus hst

## ADMISSION POLICY

### Vendors/Exhibitors (non Food/Beverage related)

One 3-day pass for every 10 feet of space purchased

### Food & Beverage Concessionaires

Minimum Four 3-day passes

Extra "3 Day Pass" may be purchased at the Fair Office for \$12.00 each  
"Day Passes" are also available for sale through the Fair Office for \$5.00 each

We are not accepting any deliveries on behalf of any of the vendors/exhibitors  
We do not have a reserved parking area for exhibitors and vendors however, Parking is FREE

