



## *Lorain County Beekeepers Association* *2019 Fair Rules and Guidelines*

Rules and Guidelines for Fair Committee and LCBA Membership while representing this Association at Lorain County Fair. RULES SUBJECT TO CHANGE

### **Amended by votes of Executive & Fair Committee – Revised 3-28-2019**

The purpose for these changes is to have guidelines in place to better aide future fair committees and to prepare themselves and be informed for future fair activities.

LCBA board must approve these changes, additions, etc. because they have the potential to affect all LCBA membership and its future.

**It is your responsibility to read these rules and guidelines and familiarize yourself with them.**

1. Must be an LCBA member prior to March 1 of the year in which fair will take place and attend 4 meetings in a calendar year beginning January 2019.
2. A majority of fair committee must approve or disapprove all decisions; currently four is a majority and may change.
3. Fair committee to promote a voting block in order to elect Lorain County Fair Directors and LCBA fair committee to better represent LCBA at the Lorain County Fair.
4. 20% of all sales of vendor (seller) will go to LCBA.
5. **Mandatory** that **Sellers** participate in the cleaning, preparation, set up & tear down of LCBA barn at Fair Grounds. This is separate from the hours needed for sales booth. Failure to participate in set up will automatically disqualify you from selling product this year. Failure to participate in tear down will possibly disqualify you from selling product the following year.
6. Work schedules for sellers in sales booth (average 10-12 hours) must start to be circulated by July LCBA meeting date in order to allow all LCBA membership to actively participate in fair activities. However, in the event time remains on work schedules all remaining hours must be evenly divided by LCBA vendors no later than August LCBA meeting or the last meeting before fair.

### **EXAMPLE OF FORMULATING WORK SCHEDULE**

Total hours needed in honey sales booth = 181 hours, 10:00 a.m. to 10:00 p.m. Monday through Saturday = 162 hours Sunday 10:00 a.m. to 6:00 p.m. = 15 hours Total = 181 hours - **Note:** Number of persons in booth increases/decreases the total hours needed filled by sellers. 15 vendors selling honey = 181 work hours total for week with # of persons needed for time slots throughout the day / 15 vendors = 12.07 hours worked for each vendor, assuming that no other volunteers help out. 12.27 total hours would be needed per seller.

7. All products that are being sold and are awarded a premium in the premium book must be entered in the open entry classes in apiary class AND be judged.
8. If selling any products, wax, cosmetics or honey products, you must commit yourself to the designated allotment of time, which averages **a total of 8-12 hours** depending on other volunteers. If you cannot fulfill your time slot you must make arrangements with ANOTHER SELLER to fill your complete time slot.

9. Applications or intents to sell products at Lorain County Fair will be circulated by June at the LCBA meeting in order to properly divide the allotted or needed time to be worked, and must be completed no later than the date given by Lorain County Fair, which coincides with Fair entry deadline. Subject to change depending on fair dates.
10. Inventory sheets must be circulated at the July LCBA meeting with the honey vendor hour sign-up sheet available at 6:30 pm for first come first serve sign up times. A lottery draw for vendor space will be at the August fair clean up meeting. The space you draw will be your space for the entire week. The fair committee will only move you to another space in the case of flooding from the gutters.
11. Inventory sheets must be completed and submitted with product by 4 pm on Sunday, August 19. The doors to the building will close at 4 pm and the product that is inventoried in will be the final product for the week.
  - All honey being sold for week must be checked in Sunday prior to fair along with 10 pounds of display honey for the booth. Only exception is first year sellers.
  - All honey and other products being sold will be check for quality. The quality check list will be available at the July meeting. All decisions made by the quality check in team will be final.
  - Once inventory checked in, quantities cannot be changed unless approved by fair committee member
  - Additions to inventory can be added during fair week if weight limit has been increased
  - The current maximum weight of honey per vendor (liquid, cut comb, section, creamed honey, honey in any form, etc...) is 100 pounds and is subject to change at fair committee discretion.
12. There is no selling of your own product or your sales booth partner's product except for wax, candles, lip balm and hand lotion while you are working your scheduled hours! If caught in violation of this rule, your product will be pulled for the remainder of the fair and you may not be allowed to sell the following year. Your product and sample bottles will be covered while you are working your scheduled hours. Each apiary will need to have their product covered the same amount of time. Two members from the same apiary can work together but it will only count as 2 hours versus 4 hours in the previous years.
13. **Taster bottles for liquid honey will be provided by LCBA and be a standard size for all.**
  - A LIMIT OF FOUR TASTER BOTTLES/VARIETIES PER SELLER
  - Taster Bottle Labels must be the same labels, including font size, as your jars/bottles being sold. No other labels will be permitted on taster bottles. If it is not on your containers being sold, it cannot be on taster bottle
  - Vendors (seller) can only have on display one taster per product. For example: One taster for clover honey, one taster for buckwheat honey, etc., and the same applies for all products being sold. If more than one taster is found to be the same honey, it will be removed from the counter
  - Creamed honey sample jars can be no larger than 12 oz.
  - No cut comb samplers
14. All items being sold must be labeled. Implementation of guidelines to regulate labeling of all products to conform to State and County regulations.
  - ALL PRODUCTS BEING SOLD MUST BE PRICED. PRICE MUST BE PROMINENTLY PLACED
15. All items sold must contain bee products in them, i.e., honey, wax, propolis, royal jelly
16. Honey sales booth counter top to be used at fair committee discretion for LCBA use only.
17. **There will be no hawking or barking of any product at any time, nor the selling of products outside of bee barn, per Lorain County Fair Rules.**
18. Color grading with pre-filled glass should be checked against Pfund scale before use each year.

If LCBA Rules and Guidelines are not followed, selling privileges may be suspended pending decision of the Fair Committee.