

P.O. Box 880 * 6000 Highway 3
Hayfork, CA 96041
www.trinitycountyfair.com



Phone: (530) 628-5223
Fax: (530) 628-4171
Email: office@trinitycountyfair.com

TRINITY COUNTY FAIR COMMERCIAL / CONCESSION RULES AND REGULATIONS

PLEASE READ THE FOLLOWING CAREFULLY

1. In order to confirm a commercial/concession space at the Trinity County Fair, the following is required:
 - a. Signed contract.
 - b. California Sales Tax Permit number.
 - c. Payment in full of all space fees.
 - d. Certificate of Insurance in the amount of \$1,000,000 liability including Additional Insured Clause (see attached insurance information sheet) OR payment of \$109.00 (commercial insurance) or \$134.00 (concession insurance) from California Fairs Service Authority (CDFA).
2. Signed contract must be returned with all applicable fees paid by August 9th, 2018 or contract may be cancelled with **no refund** of any advance fees paid.
3. The Trinity County Fair recognizes that a Fair is a proper forum for the free exchange of ideas necessary to a free society, yet reserves the right to regulate all activities, concessions, and exhibits on the Fairgrounds with regard to time, manner and place in pursuance of its valid interest in maintaining peace and order and protection of the general public. Exhibitors shall comply with all applicable State and Federal laws and be familiar with the procedures and information set forth in the Rental Agreement Contract and this Information Packet.
4. Trinity County Fair reserves the right to allocate available exhibit spaces or to select exhibitors or to limit the number of similar exhibits in a manner which in the judgement of Management will be most conducive to the successful operation of the Fair. Specific locations will be determined by Fair Management, and is subject to change without notice. **Exhibitors are not allowed to move to another space or occupy an additional space, either inside or outside without permission from Fair Management.**
5. The Fair Management reserves the right to require the removal of any exhibits or object which are, in its opinion, offensive, hazardous, or adversely affect the Fair's image.
6. **The Commercial Building and other exhibit areas will be open for setup on Thursday, August 9, 2018 from 8:00 am to 7:00 pm. Each commercial and concession booth must be ready for business on Friday, August 10, 2018 at 10:00 am. The Commercial Building will be open to vendors only for setup each day of the Fair at 8:00 am.**
7. During the Fair, all inside and outside commercial and concession booths are to be open and adequately staffed at all times the Fair is open, unless previous arrangements have been made with the Fair Management.
8. All commercial and concession booths must remain open on Sunday, August 12 until 5:00 pm. Earlier take down of booths will not be allowed.



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9. Commercial and concessions are fully responsible for installation, maintenance, and disassembly of their own booths. **No Fair personnel, materials, tools, equipment, fixtures, supplies, tables, chairs, etc., may be used.**
 10. No exhibitor may sublet any exhibit space.
 11. Sound devices of all types are subject to the approval of Fair Management. Volume on sound devices must be controlled as to not interfere with neighboring exhibits. **No PA systems.**
 12. Regulations require that all flammable materials (corrugated paper, drop cloths, etc.) used in the construction of your exhibit be treated with an approved fire-retardant. All commercial and concession booths will be inspected by the Fire Marshal.
 13. No portion of any exhibit may obstruct aisles, exits or service areas, nor interfere with the view of neighboring exhibits by Fair patrons as they pass along the aisles. Exhibitors should remain within exhibit confines and are not to work in public areas.
 14. Exhibitors are not allowed to affix display materials to the walls or drapes of their booths.
 15. Commercial Building booths will have one 110v electrical outlet. 220v is available on a very limited, first come-first served basis. Outside exhibitors should provide their own extension cords. Extension cords used shall be rated 15 amps minimum and contain ground wire. Cords not meeting these requirements shall be confiscated for the duration of the Fair.
 16. Security: The Fair will provide 24-hour security and take every precaution to safeguard exhibitors and their property, but cannot be responsible for loss, theft, or vandalism.
 17. **No Smoking** allowed in the Commercial Building and in any Fairgrounds area other than designated Smoking areas as defined by the Fair Management. Designated Smoking areas are:
 - a. Parking lots
 - b. Campgrounds
 - c. Alcohol Serving Areas
 18. **No animals** allowed in all exhibit buildings unless they are Service Animals. No Therapy animals allowed on the Fairgrounds. Livestock, Show or Contest animals are allowed in designated areas as defined by Fair Management.
 19. Limited Campsites are available on a first-come first-served basis. Please contact the Fair Office to request a reservation.
 20. Each commercial and concession exhibitor will receive two (2) three-day passes. **Additional passes for your workers must be purchased.** Prior arrangements to purchase pre-sale gate tickets at a reduced price can be done through Wednesday, August 8, 2018. If you wait until you arrive tickets will be full price.
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21. Each commercial and concession exhibitor will be issued one vehicle pass for deliveries of supplies onto the Fairgrounds during designated times (7:00 am to 9:00 am). After delivery, vehicle must park in parking lot or at campsite.
22. **Food Concessionaires:** \$225 or 20% of gross sales after taxes whichever is greater, payable at close of Fair.
 - a. Daily income reports are required. Reports must be taken to the Fair Office.
 - b. If you have not already done so, please fill out the enclosed "Application for a Permit to Operate a Temporary Retail Food Facility" and sent it to Trinity County Environmental Health at the address on the application. Food concessions may be inspected during the Fair by Trinity County Environmental Health and the California Fairs Service Authority (CDFA).

For any further information or questions, please contact the Fair Office.

Thank you and enjoy the Trinity County Fair!

