SARASOTA COUNTY AGRICULTURAL FAIR Commercial Expo - Robarts Arena MARCH 17 - 26, 2017

Dear Perspective Vendor:

Thank you for your interest in becoming a 2017 Sarasota County Fair Commercial Expo Exhibitor. We are very excited to incorporate new innovative, fun services and items for our community to experience. Sarasota County's demographics cover a large area and our fair draws diverse groups: urban, rural, singles, families, young, retirees, professional, and blue collar in every economic category established. This year's fair will cover a broad spectrum to satisfy our community's growth in all directions bringing your target audience right to your booth. Our advertising for the fair includes print, radio and television.

Enclosed you will find the Booth Assignment Form and Agreement to participate in our Commercial Expo at Robarts Arena during our fair.

Important points to keep in mind:

- A) Insurance is a requirement, there are NO exceptions.
- B) Booths must be manned the entire time the <u>fair gates are open</u>, <u>ALL 10 DAYS</u>, <u>March 17th 26th</u>, 2017.

Fridays (there are 2)	2 pm	to 11 pm
Saturdays (there are 2)	12 Noon	to 11 pm
Sundays (there are 2)	12 Noon	to 10 pm
Mon-Tues-Wed-Thur	5 pm	to 10 pm

Note: Vendor Entrance to Robarts Arena is through the <u>East doors</u> one hour prior to gates opening. Stocking can be done at this time. For your stock's security, the public is not allowed in the Arena during this hour before the gates open. North and West doors (public doors) will not be open for vendor use.

- C) Contract is not valid without the Fair representative's signature. AGREEMENT Contract and full payment is due in the Fair Office no later than February 1, 2017. PAYMENTS MADE ARE NON-REFUNDABLE.
- D) Booth assignments are subject to change at the final discretion of the Sarasota County Agricultural Fair Association, Inc. We reserve the right to change booth locations or disregard an application at any time. To reserve an approved Booth Space, please return application with a \$50 non-refundable deposit per booth space.*** Please note, we will not be able to reserve a space without application and deposit.
- E) Set up is THURSDAY, MARCH 16, 2017 from 10:00 am to 6:00 pm. We reserve the right to start later than 10:00 AM to accommodate for delays. Please be ready to set up your booth(s) during that time. ANY VENDOR SHOWING UP LATER THAN 6 PM WILL NOT BE PERMITTED TO SET UP AND PAYMENT WILL BE FORFEITED. No Refunds. We reserve the right to assume you will not be showing up after 6:00 PM and therefore your space will be available to an alternate at that time. Set up time will close NO LATER than 8:00 pm. If you are not finished by 8:00 pm you will have to finish on opening afternoon at 1:00 pm.
- **F)** <u>Vendor Camping:</u> If you need camping space, prior reservation is required due to limited camping space. Payment in full will be required on day of arrival in the Fair office. Our office hours are Monday Friday from 9:00 AM to 5:00 PM. Please contact office if other arrangements are needed.

- G) <u>Tear down</u> will start Sunday, March 26th at 10:00 PM through 1:00 AM and again on Monday, March 27th from 10:00 AM to 5:00 PM. Sarasota County Fair reserves the right to keep Robarts Arena open to provide efficient exit for fair patrons.
- H) <u>Loading</u> is done from the East and South entrances only. Loading and unloading from the Front or West entrance is <u>NOT</u> permitted at any time.
- I) <u>Electricity</u>: IF you ordered electricity for your booth, <u>you must bring your own extension cords</u>. Extension cords may be necessary to reach electrical drops.
- J) Shipping and Receiving: All mail or packages must be clearly labeled as to vendor name and booth number. The fair office must be informed of all incoming COD mail prior to the arrival date with payment left with front office. PLEASE NOTE: No mail or package will be accepted without vendor name and booth number. Vendor must pick up package at Fair office. The Fair will not be responsible for any lost, damaged, returned packages, or notification of arrival. Shipping and receiving by the Fair is done as a courtesy.

If you have any questions, please do not hesitate to contact our office at 941-365-0818, Monday-Friday 9:00 am to 5:00 pm.

Sincerely,

Sharlene Hillier Coordinator, Commercial Expo Sarasota County Agricultural Fair Association, Inc. 3000 Ringling Blvd. Sarasota, FL 34237

Telephone: 941-365-0818

Cell: 941-504-1808 Fax: 1-888-502-2505

Email: info@sarasotafair.com

SARASOTA COUNTY AGRICULTURAL FAIR ASSOC., INC.

COMMERCIAL EXPO - ROBARTS ARENA

Fair Dates: March 17 – 26, 2017

APPLICATION

(This is an application – not a contract. Space is not guaranteed until approval and a license agreement with deposit is fully executed)

Business/Organization Name:		
Contact:		
Address:		
Telephone:	Fax:	Email:
Have you been a vendor or ex Yes Year(s):_	hibitor at our Fair in prev	
References / Previous Venue	s:	
Venue Name:	Venue 1	Name:
Contact:	Contact	:
Space Requirements (Expo is	s arranged in 10X10 Sect	ions):
Electrical / Telecommunicati Requirements: (Wireless Internet is available		
	rochure. For service or in	to be sold, exhibited and/or demonstrated. Informational booths, please provide copy wheet if more space is needed.

PLEASE RETURN APPLICATION TO:

SARASOTA COUNTY AGRICULTURAL FAIR ASSOC., INC. ATTN: Sharlene Hillier

3000 RINGLING BLVD. SARASOTA, FL 34237 FAX: 888-502-2505 PHONE: 941-365-0818 EMAIL: info@sarasotafair.com

Sarasota County Fair Commercial Expo Booth Assignment Robarts Arena

Fair Date: March 17 – 26, 2017

Company/Organization Name:		Title:	
Name/Description of Prod	uct or Service:(No Substituti	ons - please list all items)	
Business Address:	•		Office Use Only
Si	reet or P.O. Box Suite #		Agreement
City Telephone: (required)(ZIP CODE	Booth #
Fax: ()	Email:	ne:(Booth#
- ····· \ 		,	Ins.Cert./
Specifications: Booths are			Total Due
tables, 2 chairs, and also in	icludes a maximum of (4) Exhibitor passes.	CC/Ck#()
Set-Up Requisition			Balance
Aisle Booth	x \$550.00 = \$.00	CC/Ck# ()
Front Corner Booth _	x \$880.00 = \$	00	CC/CK#
Corner Booth	x \$660.00 = \$	00	Balance
Extra Table	x \$ 30.00 = \$.00	CC/Ck#()
Electricity	x \$ 50.00 = \$	00 Per booth	
	x \$150.00 = \$		Balance
Sub Total	\$		COMPLETE//
Sales Tax	x 7% = \$	you MUST submit tax	
_	exempt certificate with payment		
	Total = S		

(Insurance MUST be provided. There are NO exceptions. You must provide to us your insurance certificate for \$1,000,000 General Liability and \$50,000 property damage naming Sarasota County Agricultural Fair Association, Inc. as additional insured. Insurance may be purchased through the fairgrounds policy pending approval from the insurance agency underwriting department.

<u>Booth Assignment</u> (Your preferences, payment status, and contract completion will be taken into account, however, we reserve the right to relocate booths at set-up time.)

** The EXHIBIT AND CONCESSION SPACE RENTAL AGREEMENT is to be returned to us signed with full payment, insurance certificate (or request if purchasing through our policy), certificate of exemption (if tax exempt) or it will be considered void.

***** TO RESERVE A BOOTH SPACE, A DEPOSIT OF \$50 (PER BOOTH SPACE) IS DUE AT TIME OF REQUEST. BALANCE DUE BY FEBRUARY 1, 2017, FINAL AGREEMENT & FULL PAYMENT (NON REFUNDABLE).

Return forms to:

Sarasota County Agricultural Fair Association, Inc.

Attn: Sharlene Hillier 3000 Ringling Blvd. Sarasota, FL 34237

Telephone: 941-365-0818 Fax: 1-888-502-2505

Fair office Email: info@sarasotafair.com

SARASOTA COUNTY AGRICULTURAL FAIR ASSOCIATION, INC.

3000 RINGLING BOULEVARD - SARASOTA, FL 34237 PHONE (941) 365-0818 FAX (888) 502-2505

EXHIBIT AND CONCESSION SPACE RENTAL AGREEMENT

I DIO AGRECIVICIVI, IVIADE I DIO	DAY OF	ВҮ А	IND BEIWEEN THE SAK	4501A COUNTY
AGRICULTURAL FAIR ASSOCIATION, II LESSEE:	NC., HEREINAFTER RE	FERRED TO AS THE	FAIR OR LESSOR, AND)
		· - -		
WHEREAS, THE FAIR IS THE OWNER O	F CERTAIN LANDS IN	SARASOTA COUNT	Y FLORIDA KNOWN AS	THE SARASOTA
COUNTY FAIRGROUNDS. HERE-IN-AFT	TER REFERRED TO AS T	THE FAIRGROUNDS	S OR FAIR.	
WHEREAS, THE FAIR INTENDS TO CON	IDUCT THE SARASOTA	COUNTY FAIR. TH	HE PARTIES HERETO AR	E ENTERING INTO
THIS AGREEMENT FOR THE RENTING (OF A CERTAIN PORTIC	N OF SAID FAIRGR	ROUNDS TO THE LESSEE	. NOW,

THEREFORE, IN CONSIDERATION OF THE RENTALS, HEREINAFTER RESERVED, AND OF THE COVENANTS, AGREEMENTS AND CONDITIONS ON THE PART OF THE LESSEE TO BE KEPT AND PERFORMED AND FOR OTHER GOOD AND VALUABLE

1. SUBJECT TO THE PROVISION AND CONDITIONS HEREAFTER SET FORTH, THE FAIR HEREBY LEASES SPACE TO THE LESSEE AS FOLLOWS:

2. LESSEE AGREES TO PAY CHARGES AS DESIGNATED IN COMMERCIAL EXPO BOOTH ASSIGNMENT FORM.

CONSIDERATIONS, THE PARTIES HERETO AGREE AS FOLLOWS:

- 3. SPACE USE RESTRICTED TO THE FOLLOWING: SARASOTA COUNTY FAIR 2017 COMMERCIAL EXPO ROBARTS ARENA.
- 4. NO CLAIMS FOR INJURY TO ANY PERSON OR DAMAGE TO OR LOSS OF ANY PROPERTY ON ACCOUNT OF FIRE, THEFT OR ANY OTHER CAUSE, SHALL BE MADE AGAINST THE FAIR, ITS OFFICERS OR AGENT, BY OR IN BEHALF OF THE LESSEE ON ACCOUNT OF THIS AGREEMENT, OR ARISING OUT OF LESSEES GOODS OR PRODUCTS.
- 5. LESSEE AGREES TO INDEMNIFY THE FAIR AND HOLD IT HARMLESS OF AND FROM ANY AND ALL CLAIMS FOR PERSONAL INJURY, DEATH OR PROPERTY DAMAGE AND ANY OTHER LOSSES, DAMAGES, CHARGES OR EXPENSES, INCLUDING ATTORNEY'S FEES THAT ARISE OUT OF, IN CONNECTION WITH OR BY REASON OF THE USE OF SPACE PROVIDED HEREIN, BY LESSEE. LESSEE FURTHER AGREES TO UNDERTAKE, AT ITS OWN EXPENSE, THE DEFENSE OF ANY ACTION THAT MAY BE BROUGHT AGAINST THE FAIR CLAIMING DAMAGES THAT ARE ALLEGED TO HAVE ARISEN OUT OF OR BY REASON OF THE USE OF THE SPACE PROVIDED HEREIN, BY LESSEE.

LESSEE FURTHER AGREES TO PAY THE LESSOR THE AMOUNT LISTED ABOVE TO COVER THE COST OF A LIABILITY INSURANCE POLICY NAMING THE SARASOTA COUNTY AGRICULTURAL FAIR ASSOCIATION, INC. AS AN INSURED WITH LIMITS OF NOT LESS THAN \$1,000,000.00 COMBINED SINGLE LIMIT, BODILY INJURY AND PROPERTY DAMAGE.

PROVIDED, HOWEVER, THAT SHOULD THE LESSEE PROVIDE THE FAIR WITH EVIDENCE OF ANY INSURANCE POLICY SUBSTANTIALLY AS SET OUT HEREIN, NAMING THE SARASOTA COUNTY AGRICULTURAL FAIR ASSOCIATION, INC AS AN ADDITIONAL INSURED. PAYMENT FOR THE SUMS STATED HEREIN, SHALL NOT BE REQUIRED WITH THE SIGNED CONTRACT. THE CARRIERS OF THE INSURANCE REQUIRED ABOVE MUST HAVE AN A.M. BEST RATING OF AT LEAST A-, OR THE EQUIVALENT FOR INSURERS BASED OUTSIDE THE U.S. AND CANADA, AND THE POLICIES WILL NOT CONTAIN ANY NON-STANDARD EXCLUSIONS.

ALL COVERAGES SHALL BE WRITTEN ON AN OCCURRENCE RATHER THAN CLAIMS MADE BASIS, LESSEE SHALL OBTAIN AND KEEP POLICY IN FORCE UNTIL COMPLETION OF FAIR, INCLUDING SET UP AND TEAR DOWN.

- 6. IT IS AGREED THAT THE FAIR SHALL NOT BE LIABLE FOR CONDITIONS CAUSED BY WAR, INSURRECTIONS, RIOTS OR ACTS OF GOD.
- 7. THE LESSEE ACKNOWLEDGES THAT HE HAS READ THIS SPACE AGREEMENT AND IS FAMILIAR WITH THE PROVISIONS AND CONDITIONS THEREOF, INCLUDING PARAGRAPHS 8 THROUGH 25.
- 8. SUBLETTING LESSEE AGREES NOT TO SUBLEASE ANY PART OF THE SPACE HEREIN LEASED OR TO EXHIBIT AND MERCHANDISE OR SERVICE OTHER THAN THAT SOLD BY LESSEE AND SPECIFIED IN RENTAL AGREEMENT.

- 9. INSTALLATION ALL EXPENSES CONNECTED WITH INSTALLATION, OPERATION AND REMOVAL OF EXHIBIT OR CONCESSION SHALL BE BORNE BY LESSEE. EMPTY PACKING CASES AND PACKING MATERIALS MUST BE REMOVED BY LESSEE PROMPTLY UPON UNPACKING. EXCESSIVE PACKING MATERIAL WASTE WILL BE BILLED ACCORDINGLY.
- 10. UTILITY SERVICE ELECTRICAL EACH EXHIBIT SPACE IS ENTITLED TO (1) 110 VOLT 20 AMP OUTLET PER SPACE-CHARGES APPLY. ANY ADDITIONAL AMPERAGE NEEDED MUST BE ARRANGED FOR THROUGH FAIR PERSONNEL AND WILL BE CHARGED ACCORDINGLY.
- 11. DECORATIONS LESSEE SHALL NOT DEFACE THE PREMISES IN ANY MANNER. PAINTING, DRILLING WALLS, OR MAKING PERMANENT INSTALLATION IS PROHIBITED. SIGNS USED BY LESSEE MUST RELATE TO LESSEE'S NAME, PRODUCTS OR SERVICES NORMALLY OFFERED BY LESSEE, AND LESSEE SHALL NOT EMPLOY ANY SIGNS OR ENGAGE IN ANY ACTIVITIES OR DEMONSTRATIONS OUTSIDE HIS CONTRACTED EXHIBIT SPACE. ALL DECORATIONS AND MATERIALS MUST BE FLAMEPROOF AND SUBJECT TO APPROVAL AND TEST OF THE FIRE MARSHALL OF THE STATE OF FLORIDA OR HIS AGENT.
- 12. EXHIBIT BOOTHS SHALL BE NEAT AND CLEAN AND FIT WITHIN THE 10' X 10' DESIGNATED SPACE. ANY OBTRUSIVE OR SAFETY ISSUES WILL BE CORRECTED AT THE FAIR MANAGEMENTS DISCRETION. A FOR PROFIT, NON PROFIT ORGANIZATION, OR PERSON(S) ACTING IN HIS OWN BEHALF) SHALL BE PERMITTED TO OPERATE INSIDE THE FAIRGROUNDS. ALL SOLICITATION FOR CONTRIBUTIONS OR SALE MUST BE MADE WITHIN THE CONFINES OF THE PERSONS OWN (OR HIS ORGANIZATIONS) BOOTH OR CONTRACTED SPACE. NO VENDOR OR SOLICITOR WILL BE PERMITTED TO ENGAGE IN DELIBERATE TOUCHING OF UNCONSENTING PERSONS. EXHIBITORS MAY ADVERTISE AND DISTRIBUTE APPROVED PRODUCTS OR LITERATURE FROM THEIR OWN EXHIBIT SPACE ONLY. ORAL AND VISUAL ADVERTISING, SOLICITATION AND DISTRIBUTED MATERIALS MUST BE IN GOOD TASTE, MUST BE NEUTRAL OR POSITIVE AND MAY NOT BE DEFAMATORY, DEROGATORY, PROMISCUOUS, PORNOGRAPHIC, OBSCENE, PROFANE OR VULGAR. EXHIBITORS MAY PROMOTE THEIR OWN PRODUCT OR ACTIVITY, BUT MAY NOT DISCREDIT OTHERS. HAWKING, DISTRIBUTING HAND BILLS OR OTHER MATTER, POSTING OR TACKING OF ADVERTISING BILLS, CARDS, ETC., IS STRICTLY PROHIBITED ANYWHERE ON THE FAIRGROUNDS COMPLEX OTHER THAN WITHIN THE CONFINES OF THE EXHIBITOR'S OWN SPACE. ALCOHOL OR DRUGS ARE NOT TO BE CONSUMED WITHIN ANY EXHIBIT SPACE OR ANY PORTION OF THE FAIRGROUNDS. PERSONS APPEARING TO BE UNDER THE INFLUENCE OF ALCOHOL OR DRUGS WILL BE REQUESTED TO LEAVE THE GROUNDS AND WILL HAVE THEIR EXHIBITS DISQUALIFIED FROM THIS AND ALL FUTURE FAIRS.
- 13. EQUIPMENT MACHINERY IN MOTION MUST BE LOCATED SAFELY INSIDE LESSEE'S SPACE WITH ADEQUATE SAFEGUARDS. LESSEE WITH MACHINERY EXHIBITS SHALL BE FULLY RESPONSIBLE FOR INJURY OR DAMAGE TO PERSONS OR PROPERTY OF OTHERS. CYLINDERS CONTAINING OR USED FOR COMMERCIAL GAS ARE PROHIBITED FROM OPERATION INSIDE ANY EXHIBIT BUILDING.
- 14. CHARACTER THE FAIR RESERVES THE RIGHT TO REMOVE FROM THE FAIRGROUNDS ANY EXHIBIT, SHOW, PERSON OR CONCESSION OR ANY PART THEREOF, WHICH THE FAIR DEEMS OBJECTIONABLE, AND NO REFUND OF MONEY PAID FOR SPACE OR PRIVILEGE WILL BE MADE. IT BEING AGREED, THAT IF SUCH ACTION IS TAKEN, LESSEE WAIVES ALL CLAIMS WHATEVER NATURE AGAINST THE FAIR, ITS OFFICERS, EMPLOYEES AND AGENTS.
- 15. MAINTENANCE EXHIBITORS AND CONCESSIONAIRES ARE REQUIRED TO KEEP THEIR SPACE IN A NEAT, CLEAN AND ORDERLY MANNER. CONCESSIONAIRES ARE EXPECTED TO POLICE UNDER AND WITHIN A (10) FOOT RADIUS OF THEIR EXHIBITS AND TO KEEP THEM CLEAN AT ALL TIMES. EXHIBITORS AND CONCESSIONAIRES MAY PLACE TRASH IN DESIGNATED RECEPTACLES. FAIR PERSONNEL WILL HAVE ALL WALKWAYS AND AISLES CLEANED EACH DAY BEFORE THE OPENING OF THE FAIR AND ATTEMPT TO MAINTAIN CLEAN AISLE WAYS DURING OPEN HOURS OF THE FAIR. FAIR PERSONNEL WILL NOT ENTER EXHIBIT SPACE FOR THE PURPOSE OF CLEANING.
- 16. DRAWING REGISTRATION FOR DRAWINGS ARE PERMISSIBLE PROVIDED THAT THEY ARE PROPERLY CONDUCTED AND IN NO WAY TO BE CONSTRUED AS A LOTTERY. IF LESSEE PLANS TO CONDUCT A DRAWING FOR MERCHANDISE OR SERVICE WITH CONJUNCTION WITH THE EXHIBIT, HE MUST FILL OUT A QUESTIONNAIRE FURNISHED BY THE FAIR PRIOR TO THE OPENING OF THE FAIR AND AGREES TO REPORT THE WINNERS OF ANY DRAWING IMMEDIATELY TO THE FAIR.
- 17. LOUDSPEAKERS NO VOICE OR SOUND AMPLIFICATION SHALL BE USED WITHOUT PERMISSION OF FAIR MANAGEMENT.

- 18. CONCESSION PRICES FOOD CONCESSIONAIRES WILL NOT CHARGE PRICES DEEMED BY THE MANAGEMENT OF THE FAIR TO BE EXCESSIVE, PRIOR TO OPENING A STAND. ALL PRICES MUST BE POSTED SO THAT THEY CAN BE EASILY SEEN BY THE CUSTOMER.
- 19. EXHIBITOR TICKETS EXHIBITORS AND CONCESSIONAIRES WILL BE FURNISHED UP TO FOUR (4) EXHIBITOR PASSES. MANAGEMENT WILL NEED TO APPROVE ADDITIONAL PASSES IF NECESSARY FOR STAFFING OF BOOTH.
- 20. PARKING THIS CONTRACT DOES NOT INCLUDE PARKING PRIVILEGES ON THE FAIRGROUNDS FOR HOUSE TRAILERS, MOTOR HOMES, CAMPING VEHICLES OR STOCK TRUCKS. PARKING CAN BE ARRANGED FOR THESE VEHICLES AND CHARGE IS MADE ACCORDING TO HOOK UP.
- 21. DELIVERY HOURS ALL VEHICLES MUST BE REMOVED FROM MIDWAY AREA ONE (1) HOUR PRIOR TO OPENING EACH OPERATING FAIR DAY.
- 22. DOGS OR PETS NO DOGS ARE PERMITTED ON THE FAIRGROUNDS WHETHER ON LEASH OR NOT. THE ONLY EXCEPTION WILL BE POLICE DOGS ON DUTY, "SEEING EYE" LEAD DOGS AND TRAINED DOGS IN SCHEDULED ACTS.
- 23. REGULATIONS LESSEE SHALL COMPLY WITH ALL LAWS OF THE UNITED STATES AND THE STATE OF FLORIDA, ALL ORDINANCES OR THE COUNTY OF SARASOTA AND ALL RULES, REGULATIONS AND REQUIREMENTS OF THE FAIR, POLICE DEPARTMENT, COUNTY, MUNICIPAL OR STATE AUTHORITIES, AND WILL OBTAIN ALL NECESSARY PERMITS AND LICENSES.
- 24. REMOVAL OF EXHIBITS & CONCESSIONS BUILDING EXHIBITORS MAY REMOVE THEIR EXHIBITS FROM 10:00 P.M. TO 1:00 A.M. ON THE DAY THE FAIR CLOSES AND FROM 10:00 A.M. TO 5:00 P.M. ON THE FIRST DAY AFTER THE FAIR CLOSES. OUTSIDE CONCESSIONAIRES SHOULD CHECK WITH FAIR FOR DISMANTLING TIMES. ALL EXHIBIT MATERIALS AND EQUIPMENT OWNED BY THE LESSEE SHALL BE REMOVED, FROM THE FAIRGROUNDS NO LATER THAN TWO DAYS FOLLOWING THE CLOSE OF THE FAIR AND IF NOT SO REMOVED, SHALL BE CONSIDERED ABANDONED AND BECOME THE PROPERTY OF THE FAIR. THE FAIR WILL IN NO WAY BE RESPONSIBLE FOR ANY PROPERTY OWNED BY THE LESSEE WHILE IT REMAINS ON THE FAIRGROUNDS.
- 25. THIS LEASE IS VALID FOR THE DATES SET FOURTH. THE SARASOTA COUNTY AGRICULTURAL FAIR ASSOCIATION, INC. WILL NOT GUARANTEE ANY LESSEE A SPACE IN SUBSEQUENT FAIRS OR A SPECIFIC LOCATION.

SARASOTA COUNTY AGRICULTURAL FAIR ASSOCIATION, INC. IN WITNESS WHEREOF, THE PARTIES HERETO HAVE

BUSINESS (LESSEE)

DATE

EXECUTED THIS AGREEMEN	T THE DAY AND YEAR FIRST ABOVE WRITTEN	
DATE	RORY S. MARTIN, AUTHORIZED OFFICER OR AGENT	

SIGNATURE OF OWNER OR AGENT

PRINT NAME: