

Orange County Fair Concessions

239 Wisner Avenue

Telephone: 845-343-4826

Middletown, New York 10940

Fax: 845-343-8765

Email: ocfairny@yahoo.com

2017 Fair – *Thursday July 13 - Sunday July 23, 2017

To all Applicants:

Thank you for your interest in the 177th Orange County Fair.

The Orange County Fair's dates & hours of operations will be as follows:

- Thursday, July 13th - Friday, July 14th at 4:00pm-11:00pm
- Saturday, July 15th & Sunday, July 16th at 1:00pm – 11:00pm
- ***Monday, July 17th – Wednesday, July 19th: CLOSED**
- Thursday, July 20th - Friday, July 21st at 4:00pm-11:00pm
- Saturday, July 22nd & Sunday, July 23rd at 1:00pm – 11:00pm

The Orange County Fair only rents **outside concession space**. When considering a concession for admission to the fair, we look at the product/organization that you wish to promote and the appearance of your booth/trailer. We also have a policy to limit the number of concessionaires selling the same type of product.

Types of Agreements:

Note: Concession Agreement fees are subject to change and do not include tent, table, chair rentals, ID badges for personnel and other expenses. Limited on-site camp sites are available at an additional charge on a first come, first serve basis.

- STRAIGHT SALES – Agreements are issued for selling a product (non-food) or service. Rates for space are \$50 per foot and 10 feet depth, plus additional charge (Liability Insurance). A 10 x10 space is the smallest available. **Additional documentation required: A valid NYS Sales Tax Certificate as well as proof of NYS Workmens' Compensation and Disability coverage.**

- PROMOTIONAL - Agreements are issued for displaying and/or promoting a product or service. Rates for space are \$50 per foot and 10 feet depth, plus additional charge (Liability Insurance). A 10 x10 space is the smallest available.

- FOOD CONCESSION - Agreements are issued for food concessions. Rates for space are \$50 per foot and 10 feet depth, plus additional charge (Liability Insurance). A 10 x10 space is the smallest available. Concessionaires will pay daily to the Concession Office 20% gross sales. On the last day of the Fair, if the percentage of your total gross sales is greater than your "space rental" fee charged on your agreement, your "space rental fee" will be returned to you. However, if the percentage of your total gross sales collected is lower than your "Space Rental" fee, your percentage would then be returned to you.

Additional documentation required: A valid permit from the Orange County Department of Health must be obtained. A valid NYS Sales Tax Certificate as well as proof of NYS Workmens' Compensation and Disability coverage.

All Concessions are required to have:

Liability Insurance: A \$65.00 fee is applied to your agreement and can be waived if a Certificate of Insurance is received, naming the Orange County Agricultural Society, Inc., as additional insured.

Identification Badge: All vendors are required to purchase ID badges for themselves and their staff.

Please feel free to call the Fair office at 845-343-4826, if you have any questions or need additional information.

ORANGE COUNTY FAIR

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FAIR DATES: July 13 – July 23, 2017

*(Closed on 7/17-7/19/17)
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VENDOR SPACE APPLICATION

(This is not a contract)

Please complete the information below and mail, email or fax to the above address.

Type of Application:
(Please Check One)

Straight Sales
Promotional (Advertising, Information, Education)
Food
Other

Company Name: _____

Contact Person: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Work Telephone: _____ Home Telephone: _____

Cell Phone: _____ Fax: _____

Email: _____

List all desired items and/or services to be sold, exhibited or displayed below. **ONLY** approved items will be listed on the concession contract.

Space Requirements:

Outdoor Space:

Size Needed: _____ Frontage: _____ Depth: _____

Check One: Trailer: Tent:

***SPACE DOES NOT INCLUDE TENTS, TABLES, CHAIRS, ETC. VENDOR MUST PROVIDE ALL EQUIPMENT NEEDED FOR THEIR DISPLAY.**

*It is understood that this is an application for vendor/concession space only. **This is not a contract.** The Orange County Agricultural Society/Orange County Fair reserves the right to accept or reject any application.*

Signature: _____ **Date:** _____

Office Use only: _____ **Date Received:** _____

Comments: _____

