

Queen Anne's County Fair (QACF) 2023

Rules and Insurance Requirements

Commercial/Food Exhibitors

General Rules

1. Exhibitors agree to abide by all rules and regulations of the QACF.
2. Exhibitors agree to hold the QACF harmless from any, and all liability arising out of the exhibitor's occupancy of the fairgrounds. The QACF cannot accept responsibility for damage or injury to persons or property, including exhibits, during the fair.
3. QACF reserves the right to rule on any question which is not addressed in this contract without grief or recourse. Interpretation by the Fair Board of all rules is final and binding upon all exhibitors.
4. QACF has reserved the right to deny any vendor application.
5. This contract cannot be reassigned.
6. Exhibitors are required to keep with the overall family-oriented theme of the fair.
7. Fair Dates are Monday, August 7th thru Saturday August 12th, 2023.
8. Hours- Commercial Exhibitors- Monday thru Friday 5pm to 9pm and Saturday from 10 am to 5 pm. (Booths must be manned during these times).
9. No parking is allowed on Dulin Clark Road. QACF and the Queen Anne's County 4-H Park Board are not responsible for any bodily injury or property damage a result of illegal parking on Dulin Clark Road.

Booth Space Assignment, Set-up, and Break Down

1. Commercial Exhibit Chairman (CEC) makes all final decisions as to which booth space each exhibitor gets assigned. Requests will try to be accommodated when possible.
2. Set up is Saturday, Sunday. We will do our best to work with you if you need to come earlier.
3. Take down and cleanup is Saturday after 10pm, Sunday and Monday after the fair.
4. The QACF electrician will have full supervision and authority over all wiring. Additional wiring will be done at the expense of the Exhibitor.
5. Exhibitor Registration Form shall accompany this agreement when requesting a space at the fair.

Parking, Access, and Admission

1. Exhibitor parking is at Rt.18 ballpark along the woods at the ball fields. Deliveries can be made in the park before 11AM. There are golf carts available to help bring items to the office area, **no golfcarts will be permitted to drive down the midway after 11am.** Any restocking after 11:00am must be done with a handcart. Please inquire at the office for assistance. There is no parking on the fairgrounds after 11am, violations subject to parking tickets and/or towing.

2. Each exhibitor will receive 6 admission passes to enter the park; passes will be mailed to address on file. Additional tickets can be purchased in advance from the fair office.

Exhibitor Booth Activities

1. Only products agreed by QACF may be sold.
2. **Free handouts must be distributed from the exhibitor's booth only.**
3. Drawings or raffles must be pre-approved by QACF and distributed from exhibitor booth only. **NO selling of raffle tickets of any kind.**

Food Vendors and Equipment Dealers

1. Commercial General Liability Insurance- Product Liability, and Complete Operations Liability in an amount not less than \$1,000,000 combined single limit per occurrence, and not less than \$2,000,000 annual aggregate.
2. Exhibitors shall name the Queen Anne's County Fair and the Queen Anne's County 4-H Board to additional insured on its liability policy and shall provide a 30-day notice of cancellation or non-renewal of coverage to the Fair.
3. QACF reserves the right to deny the vendor exhibit space if the Certificate of Insurance has not been received.
4. **All food vendors must obtain a temporary food vendor permit and pass any Health Department Inspections required by the county. Permits may be obtained by contacting Environmental Health at the Queen Anne's Health Department (443) 758-2281. No exceptions!**
5. All food Trailers/Booths/Stands must be self-contained and properly dispose of all wastewaters via an approved holding tank(s). There are NO onsite sewer lines available. Cooking grease must be placed only in "grease" containers. NO gray water or cooking oil may be dumped or released anywhere on the Fairgrounds. Cooking grease must be removed by the vendor upon the conclusion of the fair. All Trash should be put in trash bags, tied shut, and placed in or next to a trash barrel. All boxes need to be broken down.
6. Vendors are responsible for providing their own cold storage.
7. Health Department will conduct inspections on the fairgrounds during the fair.
8. QACF has authority over which kinds of food to be sold. We try to limit duplication based on demand. All food types must be preapproved.
9. Food vendors are expected to be open Monday thru Saturday 11am to 10pm.
10. Food vendors must pay all fees (12% of gross sales) upon closing each day to the Fair Office.
11. QAC Fair has 4-H dinners scheduled Wed-Fri the week of the fair. No vendor shall sell the same food item that is provided in the 4-H Dinner between the hours of 1pm-7pm on those days.
12. **All vendors are confined to their space and are not permitted to distribute information or product throughout the fairgrounds. Further, no vendor's, employee's, agents, or agents acting on behalf of the vendor shall be permitted to carry banners, wear costumes, or carry signs outside of their own vendor space. Literature is prohibited from being placed anywhere on the grounds, including but not limited to, car windshields, bathrooms, poles, fences, and buildings.**

****NOTE** - 4-H GROUPS ARE COVERED UNDER THE QAC FAIR INSURANCE POLICY**

By submitting a signed copy of this agreement, I am requesting a space at the 2023 Queen Anne's County Fair. I agree to comply with the rules and regulations set out in the document. I agree to pay the fee required. Submission of this document does not automatically grant acceptance.

Please sign and mail along with your Exhibitor Registration Form and Fee to:

**QUEEN ANNE'S COUNTY FAIR VENDOR
P.O. BOX 621
CENTREVILLE, MD 21617**

We accept PayPal.



@qacountyfair

Vendor Signature _____ Date _____

Commercial Exhibit Chairman _____ Date _____