



CAROLINE COUNTY AGRICULTURAL FAIR
July 12-15, 2017
SPONSOR AGREEMENT

This Agreement made and entered into this day (date) _____, by and between the Caroline County Agricultural Fair Association (Lessor) and the Lessee named below. All applications are subject to approval.

Please check Sponsorship Level:

Platinum [\$1500] Gold [\$1000] Silver [\$750] Bronze [\$500] Patron [\$250] Friend [\$100]

Name of Company/Organization to be displayed on banner:

Contact Person: _____

Phone: _____ Email: _____

Address: _____

Note: *The following **does not** pertain to **Friend and Patron Levels** which do not include vendor space.*

1. Lessee understands that in order to be included in Fair Association promotional materials and media, high resolution **corporate** logo/artwork needs to be submitted with this signed agreement by **APRIL 1, 2017**. Lessee understands that this DOES not include advertisements produced by outside agencies in which paid ads are solicited.

2. PLEASE CHECK ONE:

____ I do NOT need a vendor space.

____ I will NEED a vendor space. Electrical Hookup [120 v] will be needed: Yes No

- a. Lessee space will be approximately 8 ft. by 10 ft. during the 2017 Caroline County Agricultural Fair. Space is in a pavilion with open sides. Spaces will be assigned by the Lessor with due regard to priority request, overall location, and Lessee requirements. Outside space is available at the discretion of the Lessor.
- b. Electrical hook-up requires Lessee to provide a minimum 25 foot UL listed extension cord.
- c. Lessee understands that they are limited to their assigned space and are prohibited from walking around the fairgrounds distributing information and/or products.
- d. Lessee understands that the distribution and/or sales of food and beverages are limited to **prior approved Food Vendors Only**.
- e. Lessee understands that the Lessor does not provide any tent coverage, tables, chairs or extension cords. Trash facilities will be available.
- f. Lessor herein carries **NO insurance** on the Lessee's property and shall not be liable for any loss or damage from any cause to Lessee's property or for any damage caused to the designated area or the Lessee's customers.
- g. Lessee agrees to provide a copy of a current Caroline County Vendor License as required by the Caroline County Commissioner of Revenue. *[Promoters, vendors and exhibitors at special events in Caroline County are required to have a Caroline County Vendor License. Please call 804-633-1086 or email commissioner@co.caroline.va.us for information and/or an application for a Caroline County Vendor License and information concerning Virginia Sales Tax.].



CAROLINE COUNTY AGRICULTURAL FAIR
July 12-15, 2017
SPONSOR AGREEMENT

- h. Lessee understands that *Check-in* and *Set-Up* are on Wednesday, July 12, from 1 p.m. to 4 p.m., and *Take Down* is on Sunday, July 16, from 9 a.m. to 3 p.m. [*Unless* prior arrangements are made with Fair officials]
- i. Lessee understands that when gates are open to the public that no vehicles will be allowed driving on or off the grounds. Gates will be open to public as follows:
 - Wednesday & Thursday: 5 p.m. - 10:30 p.m.**
 - Friday: 4 p.m. - 11 p.m.**
 - Saturday: 9 a.m. - 11 p.m.**
- j. Lessee understands that workers are required to wear wristbands in order to be admitted through the Front Admission Gate during the fair operational hours. Wristbands will be provided to the Lessee at time of Check-In on Wednesday, July 12, 2017.
- k. Lessee understands that they will receive a confirmation notice.
- l. Lessor reserves the right to cancel this agreement at any time. If space is unavailable or the payment is received after the deadline, the payment will be refunded.
- m. Please list the types of merchandise that will be offered for sale and/or distributed:

n. Total number of wristbands needed: _____

Signature of Authorized Representative (Lessee)

Date

Please return your Sponsor Agreement and payment to: Caroline County Agricultural Fair Association, Attn: Sponsor, P.O. Box 1207, Ruther Glen, VA, 22546. For more information, call 804-466-1507.