

The **NEW**  
**Caroline Spring Festival**  
(formerly Ladysmith Day)

Saturday, May 4, 2019 11:00 a.m. – 5:00 p.m.

Vendor Application & Agreement

For Profit Vendor Fee: \$50

Non-Profit Vendor Fee: \$25

Application Deadline: April 26, 2019

*All applications are subject to approval. Space is limited.*

**THIS IS NOT A VENDOR EXCLUSIVE EVENT**

This Agreement made and entered into this day (date) \_\_\_\_\_, by and between the Caroline County Agricultural Fair Association (Lessor) and the Company/Organization (Lessee) named below.

*Please print clearly*

Name of Company/Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

1. The Lessee understands that this is not an “exclusive vendor” event and there may be other vendors present selling the same or similar products.
2. In consideration of the agreement of the Lessee to pay rent as hereinafter provided, Lessor hereby leases to Lessee space approximately 8 ft. by 10 ft. during the Caroline Spring Festival. 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.
3. Lessee agrees to pay the fee of  \$50 (for profit organization) or  \$25 (501(c)(3) organization; proof required). One electrical hook-up [15 amp; 120V] is included in the fee. Electrical hook-up requires Lessee to provide a minimum 25-foot UL listed extension cord.
4. Complete payment shall accompany this agreement by Lessee and no refunds will be made after this lease is accepted by the Caroline County Agricultural Fair Association. Check is to be made payable to the Caroline County Agricultural Fair Association.
5. The Lessee understands that they are limited to their assigned space and are prohibited from walking around the grounds distributing information and/or products.
6. The Lessee understands that the distribution and/or sales of food and beverages are limited to *pre-approved Food Vendors Only*.

7. Lessee understands the Caroline Spring Festival is a rain or shine event; therefore, no refunds will be given due to weather.
8. The Lessee understands that the Lessor does not provide any tent coverage, tables, chairs or extension cords. Trash facilities are available.
9. The 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.*
10. The Lessee agrees to sign the Hold Harmless Agreement included with this application.
11. The Lessee agrees to provide a copy of a current Caroline County Vendor License as required by the Caroline County Commissioner of the 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](mailto:commissioner@co.caroline.va.us) for information and/or an application for a Caroline County Vendor License and information concerning Virginia Sales Tax.]*
12. The Lessee understands that setup begins at 8:00 a.m. the day of the event; tear down is at 5:00 p.m. Lessee agrees to remain open for the duration of the event.
13. The Lessee understands that during public event hours, no vehicles are allowed to be driven on or off of the grounds. Public event hours are from 10:30 a.m. – 5 p.m. on the day of the event.
14. The Lessee understands that they will receive a confirmation notice.
15. The Lessor reserves the right to cancel this agreement at any time; however, the sponsorship payment is non-refundable.
16. Please list the types of merchandise that will be offered for sale and/or distributed:


\_\_\_\_\_  
Signature of Authorized Representative (Sponsor/Lessee)

\_\_\_\_\_  
Date

Please return your completed Agreement and payment to: Caroline County Agricultural Fair Association, Attn: Caroline Spring Festival, P.O. Box 1207, Ruther Glen, VA, 22546. For more information, call Mack Wright at 804-370-4551, or email [CarolineSpringFestival@gmail.com](mailto:CarolineSpringFestival@gmail.com).

Caroline Spring Festival  
Indemnity (Hold Harmless) Agreement

The Lessee will indemnify and save harmless the Caroline Spring Festival Committee, the Caroline County Agricultural Fair Association, and the Tate Family Trust from and against any and all claims, damages, actions, judgments, decrees, penalties and/or personal injury, and/or damaged or lost property arising out of or from the use of the premises or any part thereof, or any other part of the Caroline County Agricultural Fair property, whether occasioned wholly or in part by any act or omission, or negligence, or any reason whatsoever of the Lessee, its sub-exhibitor, employees, promoters, agents, invitees, contractors, etc. The Lessee also agrees to hold the Caroline Spring Festival Committee, the Caroline County Agricultural Fair Association, and the Tate Family Trust harmless and not responsible whatsoever for loss, theft, burglary, robbery, damage, fire, etc. to any and all possessions, personal property, property of any kind, including but not limited to equipment, supplies, prizes, merchandise, exhibits, etc. of the Lessee or any of its sub-exhibitors, employees, promoters, agents, guests, invitees, contractors, etc.

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Signature of Authorized Representative (Lessee)

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Date

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Please Print Name & Address