

**JEFFERSON COUNTY FAIR**  
**FOOD VENDOR CONTRACT 2024**

Business Name \_\_\_\_\_

Street Address \_\_\_\_\_

Contact Name \_\_\_\_\_

City \_\_\_\_\_

Phone \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

E-mail \_\_\_\_\_

State Tax Id # \_\_\_\_\_

Please List all Items for sale or Giveaway:

Please List all Equipment using Electricity:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Food Handler Information:**

Registration No. \_\_\_\_\_

Name and Number of Certified Food Handler \_\_\_\_\_

**Electrical Requests:**

- I can just plug into existing electric receptacles when I arrive and unplug when leaving OR
- I request the services of the electrician on \_\_\_\_\_ at \_\_\_\_\_ and \_\_\_\_\_ at \_\_\_\_\_  
DAY TIME DAY TIME
- I request a special breaker rated at \_\_\_\_\_ amps.

**AGREEMENT**

I (we) agree to abide by the rules and policies stipulated in this contract. I (we) understand that the Jefferson County Fair reserves the right to offer space based on food product, space available, and attractiveness of the exhibit/display, while maintaining a balanced program of food products throughout the fairgrounds to the benefit of fair guests.

I agree to the rules and policies of the JEFFERSON COUNTY FAIR as they are presented below.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please Mail this completed contract to:  
Jefferson County Fair  
PO Box 213  
Brockway, PA 15824

# JEFFERSON COUNTY FAIR

## FOOD VENDOR CONTRACT 2024

### Financial Obligations

**Vendor Name:** \_\_\_\_\_

**Vendor Fee:**

The vendor fee includes 50-amp electric hook up, garbage, restroom use, water, etc.  
These fees cover hookups for Sunday – Saturday, July 14-20.

Vendor Requests \_\_\_\_\_ feet of frontage, minimum of 20 feet.

Frontage along the midway: \$20 per foot . . . . . \$ \_\_\_\_\_

Frontage behind the grandstands: \$23 per foot . . . . . \$ \_\_\_\_\_

**Additional Charges**

Additional Electric

For vendors requiring more than 50 amps electric hook up @ \$50 . . . . . \$ \_\_\_\_\_

Additional Days

Additional days of connected Utilities at \$10 per day . . . . . \$ \_\_\_\_\_

Additional days: \_\_\_\_\_

Additional Passes

\_\_\_\_\_ Gate Passes, no rides @ \$30 per pass . . . . . \$ \_\_\_\_\_

\_\_\_\_\_ Gate Passes, includes rides @ \$40 per pass . . . . . \$ \_\_\_\_\_

\_\_\_\_\_ Car Pass, does NOT get driver in @ \$30 per pass . . . . . \$ \_\_\_\_\_

Camping

Camping Fees apply to any hook ups before, during & after the Fair and will be charged per hook up.

Camper/Additional Unit hook up for \_\_\_\_\_ nights @ \$15 per night, per unit. . . . . \$ \_\_\_\_\_

<b>Make Checks Payable to:</b> <b>Jefferson County Fair</b>	<b>Total Contract Fees for 2024</b>	\$ _____
	<b>Less deposit from 2023</b>	\$ _____
	<b>TOTAL AMOUNT DUE FOR 2024</b>	\$ _____

**ALL FINANCIAL OBLIGATIONS MUST BE SATISFIED PRIOR TO SETTING UP!**

For Fair Use

Payment via Check # \_\_\_\_\_

Payment Date: \_\_\_\_\_

Payment Amount: \_\_\_\_\_

Prepayment for 2025: \_\_\_\_\_

Insurance Certificate

Gate Passes: \_\_\_\_\_

Car Passes: \_\_\_\_\_

# JEFFERSON COUNTY FAIR

## FOOD VENDOR CONTRACT 2024

### Rules & Policies

#### INSURANCE

Each vendor must provide a current, original, and properly signed certificate of insurance in the amount of \$1,000,000.00 stating ...

**“JEFFERSON COUNTY FAIR AUTHORITY,  
COUNTY OF JEFFERSON,  
AND JEFFERSON COUNTY COMMISSIONERS  
as certificate holder and additional named insured.”**

The Certificate of Insurance must show proof of liability coverage, products completed operations, and workers' compensation. Certificates MUST BE as written above!!!

Certificates must be sent mailed to:

Jefferson County Fair  
PO Box 213  
Brockway, PA 15824

Or emailed to: jeffcfairpa@gmail.com

**\*\*NOTE\*\*** Please show this information to your insurance agent. Incorrect certificates will not be accepted and could result in delays in approving your space rental.

- Vendor must keep area around the display tidy and attractive. Use of flowers and plants is encouraged. **IT IS REQUESTED THAT ANY DOGS BE KEPT ON LEASH AT ALL TIMES AND THAT OWNERS CLEAN UP BEHIND THE ANIMALS AT ALL TIMES.**
- Vendors are not permitted to have signage in the roadway. We must keep the road clear for emergency situations.
- Vendor must list all items for sale or giveaway on page 1 of this contract. Items will be approved.
- Vendors must follow general code of ethics including Integrity, Objectivity, Professional behavior, and Honesty. You may be asked to leave if problems arise.
- The Jefferson County Fair does not restrict vendors based on products sold, i.e.: there may be multiple stands that sell lemonade, etc.
- Vendors selling or giving away items not approved will be considered as breaching the terms of the Contract.
- **NO GLASS BOTTLES OR CANS** will be permitted on the Fairgrounds without special permission from the Fair Authority.
- No vendor will be permitted to sell items in the Grandstand Area or away from his designated spot without prior consent from the Concession Manager.

- Vendors are not permitted to dispose of waste or grease in garbage cans or dumpsters either during Fair Week or when departing from the Fair. When departing the Fair, all garbage must be in the proper containers (no cardboard boxes, etc.). A common dumpster will be provided to dispose of items. Vendors are responsible for proper disposal of their own waste, pop cases, and bread trays, etc.
- **ABSOLUTELY NO ALCOHOLIC BEVERAGES** will be permitted on the Fairgrounds. Persons violating this rule will be considered to have breached their contract and will not be permitted to remain on the grounds.
- The Bureau of Food Safety in the Pennsylvania Department of Agriculture has been conducting an inspection of all food concessions during Fair Week. The Fair Authority assumes no responsibility or liability for this inspection. The Concession Committee has also been asked to maintain records of the registration numbers for food handlers, the name and number of the certified food handler, and the sales tax number for each vendor as applicable. Please be sure to provide all the available information for the questions on page 1.

#### OTHER IMPORTANT DETAILS:

- The Fair's electrician will be available from 8:00 a.m. until 6:00 p.m. on Saturday, July 13 and on Sunday, July 14, 2024 to hook up concessions. He will also be available for disconnects at the end of Fair Week from Midnight until 2:00 a.m. on Saturday night, and from 8:00 a.m. until 1:00 p.m. on Sunday. Special appointments for electrical work must be arranged and paid directly to the electrician at a rate to be set prior to the work to be done. Vendors will be responsible for payment to the electrician for other personal services that are not Fair related.
- Failure to comply with payment, insurance requirements, etc. will result in refusal to the grounds and cancellation of contract with no refunds of monies paid. Non-compliance or lack of cooperation by vendors will be considered breach of contract and vendors will be asked to remove equipment with no refunds.
- Disturbing or digging of grounds or any part of our area will result in cancellation of contract and no refunds of monies paid. Advance permission of the Concession Manager and Grounds Committee Chairman is required for any disturbance of the ground. Violations of this will result in immediate Dismissal of your unit with no refunds and will result in the removal of your name from our Concession list.
- Space rental will be charged for any vendor who does not fill his spot and does not cancel the reservation at least one week before the opening of the Fair.

# JEFFERSON COUNTY FAIR

## FOOD VENDOR CONTRACT 2024

### Rules & Policies

- **Vendors should limit their travel through the Fairgrounds as much as possible** and, if it is absolutely necessary to move a vehicle during the time when crowds are present, keep to the back roads and move with extreme caution.
- All new food vendors for 2024 will be required to provide a non-returnable, current photo of their stand as it will appear on our midway
- All vendors agree to hold harmless the Jefferson County Fair Authority members, volunteers, and representatives from any and all claims and/or liability arising from the ownership, maintenance, and use of said premises, and all operations conducted thereon during the term of this agreement, and the construction and dismantling of any and all structures and appurtenances correlated with the above stated privilege.
- Camping spots will be designated on the hill by the Songer History Building marked with your name by our camper committee.
- Williams Septic Service is available to pump the holding tank of your camper or motor home at their rate and on their schedule. You will need to contact them directly. Their phone number is 814-328-9918.

#### JEFFERSON COUNTY FAIR AUTHORITY WILL:

1. Provide ice at the Fair Office for a nominal fee.
2. Provide garbage containers for the regular paper products waste and will empty these daily.
3. Provide water and electricity, as required, at the designated rates.
4. 2024 CONCESSION PASS POLICY: One (1) parking pass will be made available to each vendor spot. This pass will admit one vehicle. In addition to this parking pass, each vendor spot will receive four (4) weekly person passes for gate admission only. One additional car pass may be purchased at the regular weekly gate price of \$30.00.

Additional gate passes may be purchased at the advance price of \$30.00 which admits one person to the grounds only (ride tickets may be purchased at the Ticket Booth for \$4.00) or the normal \$10.00 daily pass may be purchased.

Weekly passes including rides can be purchased for \$40.00.

#### NOTICE

If you have packages that will need to be delivered to the fairgrounds, you must use this delivery address:

146 Strishock Ln  
Brookville, PA 15825

To secure your spot from 2023, you must pay 50% of your total vendor fees by January 30, 2024. Any vendor who has paid a deposit or vendor fees in full but is no longer able to attend the Jefferson County Fair, will be eligible to receive 75% of their payment for 2024.

**NO food vendors will be accepted after June 30, 2024.**

All matters related to the setting up of the concession will be subject to the approval of the Fair Authority's Concession Committee.

The JEFFERSON COUNTY FAIR thanks you in advance for your cooperation and support with our policies. We promise to do our best to grant any special considerations you may need but cannot make any guarantees. Your signature on this contract shows that you agree to abide by the rules and policies herein posted. If you wish to join with us in these events and under these conditions, please sign the contract, fill in the information below, include the proper insurance information, and send to the address below.