

VENDORS AND CONCESSIONS



- All vendors and concessionaires must present a fair **badge/pass** to gain admittance to the fair grounds. These may be obtained from the Fair Manager.
- All vendor cars and trucks will be removed from the fair grounds **ONE HOUR** before gates open to the public. Vehicles must be parked in designated locations. No vehicles may be parked adjacent to vendor locations.
- **No moving vehicle** will be allowed inside the fence except service trucks or emergency vehicles.
- All Golf carts used for servicing concessions **must be approved** by Fair Manager prior to use on the fair grounds.
- Vendor / Food Concession worker parking is provided in the small lot near the Agriculture building and the exhibitors parking area near the exhibition center, by **Permit only!** Permits are available from the Fair Manager at no charge.
- No vehicles will be permitted to service concession booths during hours that the gates are open to the public.

❖ **A RECYCLING CONTAINER FOR USED COOKING OIL IS LOCATED ON THE FAIRGROUNDS AND IS HIGHLIGHTED ON THE DIAGRAM BELOW. ANY VENDOR DISPOSING OF OIL IN ANY OTHER MANNER WILL BE SUBJECT TO A \$500.00 FINE AND THEIR CONCESSION IMMEDIATELY CLOSED. THANK YOU FOR YOUR HELP.**



SUMTER COUNTY FAIR CONCESSION/VENDOR GUIDELINES

1. Insurance: All concessionaires/vendors MUST provide The Sumter County Fair Association a certificate of insurance, verifying that the concession/vendor has general liability insurance with limits of \$1,000,000.00 combined single limits, to include products liability, fourteen (14) days prior to opening of the fair. No concession/vendor will be allowed to open without insurance coverage. The Sumter County Fair **will not** provide any insurance.
2. Concession/vendor spots will be leased on a first-come first-served basis. A reservation fee of \$100.00 per concession/vendor must be paid to The Sumter County Fair. Check or money order should be made payable to The Sumter County Fair and mailed to Peter St. Onge, P.O. Box 765, Sumter, SC 29151-0765.
3. The balance of the rental fee must be paid in cash or certified check to the secretary of the Fair Manager, in the Fair Office before noon the second day of the fair unless prior arrangements have been made with the fair manager. A receipt for said cash payment will be issued. No personal checks will be accepted during the week of the Fair.
4. Electrical Current will be charged at a rate of \$1.50 per amp single phase, or \$2.50 per amp double phase to be determined by the fair electrician. Campground fee will be \$100.00 per campsite per week.
5. Water will be furnished free of charge.
6. Outside set-ups: Concession/vendor must have stand/trailers in place and ready to open by 3 PM on opening day. Any concession/vendor not set-up to open will be considered a no show and at the option of the Fair Manager, asked to leave and forfeit any deposits paid.
7. No sale of drugs, tobacco or alcoholic beverages of any kind will be permitted on the fairground property.

8. No obscene literature or paraphernalia will be displayed or sold.
9. There will be no games of chance played on the independent midway that pays off in cash.
10. No loud or offensive music/noise generated by concession/vendor will be allowed. If this happens or continues you will be asked to leave the fair grounds and will not be allowed to return. No deposits will be returned.
11. Any concession/vendor space that is operated by a national corporation, as an advertising venture will be charged a rental fee of 150% of regular fee.
12. An attempt will be made by the Fair Manager to settle any legitimate complaints of patrons of the fair with regard to concessions.
13. All stock trucks and trailers must be clearly marked with the concession name and will be charged an electrical fee based on usage.
14. The use of The Sumter County Fair logo is not allowed on any product i.e., Sumter County Fair coffee mugs, t-shirts, caps, ect., without written permission from the Sumter County Fair management.
15. Beverages: Concessions may serve any non-alcoholic drink of their choice.
16. No pets will be permitted on the fair grounds anytime, except very early in the mornings. Pets must have up to date medical records and kept on a leash at all times. All waste must be removed. Seeing eye Dogs are exempt.
17. Permits: All concessions serving food and beverages must comply with City and South Carolina Department of Health Regulations.
18. Outside clean up: At close of each day, concession/vendors must place trash and other waste products in designated areas/receptacles.
19. Outside Displays: Demonstrations or other activities must be confined to the limits of space rented. Concession/vendors on the Fairgrounds will not be allowed to distribute any advertising circulars, catalogues, samples, folders, or any other devices of any kind whenever such action blocks the pedestrian walkways, fire lanes or in any way handicaps nearby concession/vendor.
20. Deliveries: All deliveries to independent concessions/vendors are to be made prior to 3 pm on Tuesday thru Friday and 9 AM on Saturday. Each supplier must purchase and display a valid delivery pass (available at the Main Office for \$25.00) to be permitted on the fairgrounds. This will be monitored and enforced at the gates. Any delivery made after stated times above must be hand carried. No moving vehicles will be allowed on the fairgrounds after one hour prior to opening time each day without management consent.

21. UPS: Deliveries will be made throughout the day to the main office. If you are expecting a delivery it is your responsibility to check with the office.
22. No propane generators, or any type of machine that is nuisance to other concession/vendors will be allowed to operate on any concession/vendor space at the Sumter County Fair.
23. Electrical: Each concession/vendor will have one 20-amp/110 volt electrical hookup available. Fair electricians' must do all outside electrical hookups. All sites are equipped with 110 volt and 220 volt receptacles, however, if you need to be directly tied in, our electricians must do that for you at no cost. Concession/vendors must supply all proper cords. No electrical cords or wires are to be run across pathways, or roadway. All electrical equipment must be UL approved. A four-wire supply cord is required on voltage of 220 or above. A three-wire supply cord is required on 110 volts. Concession/vendor shall not dig or hammer anything into the ground until it is approved by one of the electricians. Any concession/vendor found to be rigging electrical connections or violating safety codes in any manner will be asked to leave and will be excluded from future fairs.
24. Fire Safety: No flammable liquid or materials are allowed in concession/vendor stands/trailers. Fire Department regulations require both stands and trailers with multiple tie-ins to have fire extinguisher present in case of emergencies.
25. Closing Day: Concessions/vendors shall remain in place until final closing on Sunday night, no exceptions. All trailers and stands must be removed from the fairgrounds by 4 PM Monday unless an arrangement with the Fair Manager has been made to stay longer.
26. Security and safety precautions will be monitored and applied to all buildings and property within the Fairgrounds perimeter Monday thru Sunday the week of the Fair. However,. The Sumter County Fair Association assumes no responsibility for loss or damage resulting from fire, theft, vandalism, or acts of God that may occur during your stay at the Fair. Inside security by armed guards will cease on Sunday afternoon following the Fair.

Sumter American Legion Fair Concession Contract

Contact Fair Manager Prior to submitting Application

DRINKS: Any non-alcoholic beverages may be served at the Sumter Fair

FOOD: List all food and novelties to be sold on back of the contract

All spaces are rented on a first-come, first serve basis. No specific space will be held without a \$100.00 deposit per space, payable at time of contract renewal.

Name of Concession _____
Address: _____ (Street or Box Number)
_____ (City, State and Zip Code)
_____ (Area Code and Telephone
Number) _____ (Email)

Rental Fees: Basic Rental per lot space.....(2021).....	\$ 500.00
ADD: Electricity (To be determined by Fair Electrician).....	\$ _____
ADD: Camping fee \$30 per night, \$100 per week.....	\$ _____
LESS: Reservation fee enclosed or deposit paid.....	\$ _____
BALANCE DUE	\$ _____

NOTE: Should a concession fail to show, all fees paid in advance will be forfeited.

Signed and Agreed to by Concession Owner _____ Date _____

ALL CONTRACTS MUST BE SIGNED AND RETURNED NO LATER THAN AUGUST 1 OF CURRENT YEAR.

MAKE CHECKS PAYABLE TO: SUMTER AMERICAN LEGION FAIR, FAIR MANAGER, P.O. BOX 765 Sumter, SC 29151

For additional information call (803) 775-5200 or E-Mail: manager@sumterfair.com NOTE: There will be a mandatory meeting with one (1) representative from each concession at 1PM at the Fair Office, on Wednesday the week of the Fair.

Contact Fair Manager Prior to submitting Application