



# 163<sup>rd</sup> Dundalk Fall Fair

September 7 - 9, 2018 | [dundalkfair.com](http://dundalkfair.com)

Dundalk District Agricultural Society  
Box 497 Dundalk, ON N0C 1B0

[info@dundalkfair.com](mailto:info@dundalkfair.com)

## VENDOR APPLICATION

**Thank you for your interest in becoming a vendor at the 2018 Dundalk Fall Fair! Please take the time to read the information below before submitting your completed form.**

Vendor space is available indoors (on the arena floor) and outdoors (on the fair grounds). **There is limited space available, so we ask that you send us your completed application form as soon as possible** to be considered for a spot. Vendor space is offered on a first come, first served basis.

If you submit your form no later than August 1, 2018 and are accepted as a vendor, your business/organization will be listed on our website and/or promoted on our Facebook page as a vendor at our fair.

**Email your completed application form to Nicki at [nickiteeter@hotmail.com](mailto:nickiteeter@hotmail.com) OR  
Mail it to Attn: Nicki Teeter, Dundalk Agricultural Society PO Box 497 Dundalk, ON N0C 1B0**

Each vendor space is approximately 9' x 10'. A table(s) and chair(s) are provided upon request. Electricity is limited and is offered on a first come first served basis. Booth space will be assigned to vendors by the event representative(s); special requests for certain spaces will be taken into consideration. Double spaces are also available upon request.

The arena and fair grounds will open for set up at approximately 4:00pm on Friday, September 7. Booth tear down is Sunday at 3:30pm. Please refer to our events schedule for activities going on at the fair; the final schedule will be available closer to the fair weekend. It's important to remember that specific events that go on inside the arena will affect when people tour the exhibit hall, ie. dance competition Saturday, church service Sunday morning, etc.

Early booth tear down is only permitted if a vendor/exhibitor runs out of goods, leaving them unable to continue sales and/or providing samples.

The vendor/exhibitor is responsible to ensure that their booth area is clean, passes health inspection and all legal and municipal requirements. Garbage/waste removal is the responsibility of the vendor/exhibitor. **Vendors are not permitted to sell any type of food or beverage without approval by our event representative or board member.**

The vendor/exhibitor booth must be staffed during the operating hours of the event and the vendor/exhibitor must remain on-site for the duration of the event. No out of booth selling or soliciting is permitted of products and/or raffle tickets.

*No vendor space is officially reserved until you receive confirmation from our event representative or board member, a completed vendor application form is received and payment is received in full.*

## 2018 DUNDALK FALL FAIR VENDOR APPLICATION FORM

**Please select a vendor location option below** (total cost includes your vendor space + vendor admission pass(es) for exhibitor(s) listed below, valid on the days you occupy a space; HST included; cheques payable to the Dundalk District Agricultural Society; e-transfers and cash also accepted):

**INSIDE ARENA**    ☐ **(1) Weekend - Regular** (9' wide x 10' deep) = \$50 (Fri, Sat and Sun) - *most popular option*

☐ **(2) Weekend - Double** (18' wide x 10' deep) = \$75 (Fri, Sat and Sun)

☐ **(3) Saturday only** = \$30      ☐ **(4) Sunday only** = \$30

**OUTSIDE**      ☐ **(1) Weekend** = \$40 (Saturday and Sunday)

☐ **(2) Saturday only** = \$25      ☐ **(3) Sunday only** = \$25

**INSIDE ARENA - NON-PROFIT**    ☐ **(1) Weekend**    ☐ **(2) Saturday only**    ☐ **(3) Sunday only**

*(Non-profit vendor space is free of charge, however fair admission costs will still apply)*

**Company or Organization Name:**

**Vendor/Exhibitor Name(s):**

**Mailing Address:**



**Email:**

**Phone:**

**Hydro required? (indoor only):**    ☐ **Yes**    ☐ **No**

**Table and chairs required?:**    ☐ **Yes**    ☐ **No**

**Product/Service to be sold/featured?**



**Insurance # (If applicable):**

*Note: Hydro is only guaranteed to indoor vendors.*

*Your booth must be manned at all times. The Dundalk Agricultural Society assumes no risk for merchandise. Your signature below implies agreement to abide by the terms set out in this form.*

*Please keep a copy of this form for your records.*

**Additional Notes:**

**Exhibitor's Signature:**

**Date:**

For additional information or questions about becoming a vendor, please contact:

*Nicki Teeter*    nickiteeter@hotmail.com

**FOR OFFICE USE ONLY //**

**Form Received (Date & Method):**

**Initial:**

**Total Vendor Fee:**

**Payment Received (Date + Amount):**