

AMELIA COUNTY FAIR SPACE RENTAL RULES AND REGULATIONS

1. All rules and regulations are subject to interpretation by the Fair President, or his designee, who will be the final authority as to what is permissible, and any damages determined by the Fair President to be owed will be limited to no greater than the amount paid by Lessee for the rented space. Use of the terms "Fair President", "Fair", or "Fair Association" means the Fair President or his/her designee. Use of the term "Lessee" means the party signing the lease for the space or his/her designee, as approved by the Fair.
2. Spaces may not be subleased or occupied by any vendor other than Lessee.
3. Signs or advertising matter of any kind deemed objectionable by the Fair may be removed without liability for damage to the fair.
4. Lessee must confine business to the specific area leased. There will be no soliciting or handing out of written materials outside of the space.
5. Obstructing of passageways, use of public address systems, recorders, gongs, bells or any other objectionable device or method of attracting attention shall not be permitted.
6. Any item or structure placed upon a leased facility shall conform and be operated in compliance with requirements of the Fair, County, Health Department, Fire Department, Building Official and all County, State and Federal laws, regulations and ordinances.
7. The Fair reserves the right to regulate the commodities and/or services offered by Lessee, the price received from same, and the type and location of price tags or signs, which price Lessee agrees to prominently post.
8. The premises occupied by lessee shall, at the expiration of the term, be returned by lessee to the same condition as obtained at commencement of term. Any or all parts of buildings, stand, equipment and/or supplies belonging to and used by lessee during the time set forth in this contract and not removed from the Fairgrounds by 5:00 pm on the next day following the closing date of Amelia County Fair, shall revert to and become the undisputed property of the Fair without further notice.
9. If deemed necessary by the Fair, based on its sole discretion, Lessee agrees to furnish, prior to entering the Fairgrounds, proof of general liability insurance with limits, coverage and carriers satisfactory to the Amelia County's Risk Manager. **The Fair Association needs this copy for its own insurance carrier so that it may be able to hold the fair.** Lessee must list Amelia County Fair Association and Amelia County as additional insureds on their policy.
10. Representatives of the County of Amelia and the Fair shall have access to the leased premises and to the structures thereon at all times.
11. **A \$150.00 cleaning deposit is required prior to setting up your space. This must be in the form of a separate check,** which will be returned to you at the end of the fair, if your

space is clean and Lessee has not dismantled your space prior to 11 PM on the last day of the fair. Please check in and out with the Fair Office. We will not take cash for your deposit, just a check. **No space may be occupied until payment is completed and proof of current general insurance has been presented to the Fair Office.** Bring your contract and keep it with you at the fair.

12. If Lessee's space is not set up and ready for business by 2 PM on the first day of the fair, the Fair may terminate the lease, and fees previously paid for such space would be forfeited as liquidated damages. Booth space should be attended, but still displays are welcome (still displays must be checked and cleaned daily). Space shall remain open and presentable. Space shall not be disassembled until 11 P.M. on closing night of the fair..
13. All exhibits or concessions must keep the space or booth, plus the area immediately surrounding the space or booth, in a clean and sanitary condition at all times and promptly remove any trash and refuse to the designated receptacles. Lessee must not throw any refuse or empty any water or fluids on the grounds. Personnel must be clean and neatly attired. Persons not complying will be ordered off the grounds.
14. Outside and inside exhibition spaces will be available to exhibitors sixty (60) minutes prior to the Fair opening to the public.
15. No alcohol, drugs, or firearms are permitted on the fairgrounds property.
16. Exhibitor space is rented on a first-come, first-served basis and fees are non-refundable.
17. Two exhibitors' passes will be provided for each space rented. These passes can be obtained from the fair office.
18. Two drop tickets for each day of the Fair may be obtained from the Fair Office at a cost of \$3.00 per ticket.
19. It is Lessee's responsibility to submit any tax due for any transactions carried out on the fairgrounds to the appropriate state and/or local authority. The Fair is not responsible for collecting any taxes.
20. Advertising space on the Fair's website is available for purchase. There will also be opportunities to advertise in the flyers that will be distributed before and during the fair.

If you have further questions, call Eugene Poe at (804) 561-5515 or e-mail at ameliafair2003@aol.com