

Dear Fair Participant,

This is your invitation to participate in the New Holland Farmer's Fair to be held:
Wednesday October 2nd through Saturday October 5th, 2024.

Set-up day for the fair is Tuesday October 1st beginning at 1 PM, no earlier set up for any reason.

Any vendor setting up prior to 1pm will forfeit their space and monies paid, no exceptions!

No vehicles or stands can be on streets before 1 PM. This is set-up day only. Fair begins on Wednesday at 11:30 AM. Closing will be Saturday night October 5th at 11 PM. The fair does not have parking allocated for vendors. There is plenty of street parking and parking available from local businesses. We provide electrical hookups; you provide extension cord, limited to one. We have electricians on sight on set-up day that will hook you up to nearest electrical box. Water is available in some areas with fire hydrants, local residents and businesses. Vendors will need to make arrangements with the local residents and businesses for water. With all water supply lines that you use, we are requiring you to have a back-flow check valve installed. Food vendors must also have a holding tank and will be held responsible for allowing water to dump onto the streets affecting patrons and other vendors. Any dumping in the streets will result in a fine.

Enclosed please find your NEW contract along with the current list of Rules and Regulations. You will need to fill out the proper form and return it along with your insurance certificate and deposit to the address listed on the bottom of the contract. Please note below the deadline for the return of these forms. Please retain a copy of the forms for your records.

Priority street location assignments will be allocated to those who return the following documentation in good standing by July 1st, 2024. We will continue to accept vendor contracts until street space is filled.

WILL NEED THE FOLLOWING TO RESERVE YOUR SPACE:

- **SIGNED CONTRACT**
- **INSURANCE CERTIFICATE**
- **MINIMUM \$150 DEPOSIT**
- **CREDIT CARD PAYMENTS WILL BE CHARGED 3%**

All remaining balances are due by September 1, 2024.

Please send all documentation and deposits to the attention of Dave Whitaker at the address below.

If you have any questions, please feel free to contact me at the address or phone number listed at the bottom of your contract. You may also visit our website at www.newhollandfair.org for general information regarding the Fair. We look forward to hearing from you for this year's Fair.

Most importantly, vendors need to meet payment deadlines to ensure a spot at our fair.

Sincerely,

Dave Whitaker
Concessions Manager
PO Box 65
New Holland, PA 17557
Email: nhfair.vendors@gmail.com
Email: dswaits@comcast.net
Phone: 717-587-2993

NEW HOLLAND FARMERS DAY ASSOCIATION

Rules & Regulations for Concessionaires

Concessions Manager – Dave Whitaker

Email: nhfair.vendors@gmail.com

2024 Fair Dates: Oct 2nd – Oct 5th

Concession footage space is lineal feet at the curb and must include awnings, hitches, or other projections with a 10-foot maximum depth from the curb with a 12-foot minimum frontage. **LINEAL FEET MUST INCLUDE SPACE NEEDED TO OPEN BACK DOORS & AWNINGS.** You are NOT allowed to encroach into the space of neighboring vendors. Vendors exceeding allotted space will be charge for the extra space used. **Space is sold in 5-foot increments ONLY.** Awning corners lower than 7 feet must be padded or flagged to prevent injuries.

FULL PAYMENT DUE SEPTEMBER 1, 2024

1. A non-refundable deposit of \$150.00 is due with return of required documentation.
2. **New Holland Borough Council authorizes the street closing for 1:00 PM Tuesday, October 1, 2024. This is set-up day only. NO concession vendors allowed on street before 1:00 PM.**
3. Any vendor attempting to set up prior to 1:00 pm will forfeit their space.
4. Call Dave at 717-587-2993 if you are going to be late. Fair begins on Wednesday.
5. Official hours of operation: 1pm-10pm each day
 - a. All concessions must be open at a minimum from 4-9pm daily.
 - b. Food vendors may open as early as 11:30am (optional) for lunch.
 - c. Rides open at 4pm.
6. All street space must be cleared and stands removed by 3:00am Sunday. **NO EXCEPTIONS!**
7. Any items not removed become the property of the New Holland Farmers Day Association.
8. Absolutely no vehicles allowed on Main Street, Franklin Street, or Roberts Avenue (The Midway) on Saturday night to begin tear down process before getting permission from the Fair Manager or the police. Official closing time is 11:00pm. This is a public safety issue – **NO EXCEPTIONS!**
9. The concession manager will make final resolution of any dispute.
10. It is mutually agreed upon that by signing the contract for a concession and privilege that such contract is subject to cancellation at any time in the event the Fair is canceled due to an emergency. The concessionaire under this contract must occupy the assigned space, and shall not assign, transfer, or sublet any part thereof to any other party or parties, or move to another location without consent of the Concession Manager.
11. A sign shall be posted for customer viewing showing menu items, prices charged, rules of game, etc.
12. Concessionaires selling food items or products must furnish a valid PA Sales Tax Number.
13. All food stands must have on display a permanent or temporary license issued by the PA Dept. of Agriculture and fully comply with all Department regulations and requirements.
14. **No free distribution of any sample, gifts, or articles without approval of the Fair Manager or upon the granting of a concession contract for the same.**
15. Soliciting, begging, singing, or public speaking while roaming is strictly prohibited.
16. Concessionaires must work within space allotted including trailer hitches, awnings, and room to open and access back doors without encroaching on neighboring vendor's space.
17. When erecting stands, please use care to avoid damage to other stands and to the street surface.
18. All gutters and space for which you contracted must be kept clean. All trash must be cleaned up daily. Waste totes to be placed in front of your stand each evening for collection. Frying grease must be disposed of in sealed containers and wastewater should be collected in portable totes.
19. All concession stands with a heating device or cooking equipment must be equipped with an adequate fire extinguisher.
20. All food vendors must have a water holding tank and cannot dispose of water in the streets. All water supply lines need to have back flow check valves.
21. Food vendors are required to take their own jugs of used cooking oil with them at the end of the fair.
22. All vehicles must be off the midway by 11am each day.
23. The New Holland Fair Association assumes no responsibility for any accidents, property, loss or damage. Each vendor agrees to indemnify the Fair Management against all legal or other proceedings.

**WITH THE EXCEPTION OF GOLDFISH, NO LIVE ANIMALS WILL BE GIVEN AS PRIZES.
NO STINK BOMBS OR SILLY STRING TO BE SOLD OR GIVEN AS PRIZES!
FAILURE TO COMPLY WITH THESE RULES AND REGULATIONS CAN CAUSE EVICTION OR
JEOPARDIZE FUTURE FAIR PARTICIPATION.**

FOOD VENDORS CONTRACT ONLY
NEW HOLLAND FAIR ASSOCIATION
RESERVATION / CONTRACT FOR SPACE RENTAL 2024

Name of Organization: _____

Responsible Person: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____

FOOD/DRINK ITEMS SOLD: _____

This information will be used to help us better separate vendors selling similar items.

PA Sales Tax Number: _____

MUST enclose a copy of your permanent or temporary food license from the state of PA.

ALL CONCESSIONAIRES MUST PROVIDE VALID CERTIFICATION OF INSURANCE.
INSURANCE CAN BE PURCHASED FROM FAIR MANAGEMENT BEFORE SEPT. 1 AT A COST OF \$150. EACH ADDITIONAL STAND IS \$50. _____ Check if you want to purchase insurance.

Concession space is priced for the frontage feet requested.
12-foot minimum, all footage sold in 5-foot increments only – 12', 15', 20', etc.

SPACE RENTAL CHARGES:

Main Street (East & West)	\$24 per foot
Roberts Avenue South	\$23 per foot
Franklin Street	\$19 per foot

ELECTRIC CHARGES:

Food tent @ \$130
Food wagon-truck 100amp/220 volt @ \$180/stand
Stock / support trailers @ \$180 per trailer

Street location requested: _____

Footage requested: _____

Space Fee: Number of frontage feet requested x \$ per foot \$ _____

Electric Charges \$ _____

Insurance \$ _____

Total \$ _____

A non-refundable deposit of \$150 is mandatory to reserve a space.

Payment enclosed: \$ _____ Cash _____ Check _____ Credit card

Balance due by September 1, 2024: \$ _____

Vendors paying by credit card please call Connie at 717-330-6846
All credit card payments will be charged 3%
Please make checks payable to New Holland Farmers Day Association

Signature _____

Date _____

Concessionaires, by signature hereto, accepts and agrees to abide by the New Holland Fair's "Rules and Regulations of Concessionaries."

New Holland Fair Concession Manager
PO Box 65 New Holland, PA 17557
Email: nhfair.vendors@gmail.com

Games / Vendors / Merchandise Booths
NEW HOLLAND FAIR ASSOCIATION
RESERVATION / CONTRACT FOR SPACE RENTAL 2024

Name of Organization: _____

Responsible Person: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____

Products Sold or Game Description: _____

PA Sales Tax Number: _____
(MUST PROVIDE IF SELLING FOOD ITEMS OR PRODUCTS.)

ALL CONCESSIONAIRES MUST PROVIDE VALID CERTIFICATION OF INSURANCE.
INSURANCE CAN BE PURCHASED FROM FAIR MANAGEMENT BEFORE SEPT. 1 AT A COST
OF \$150. EACH ADDITIONAL STAND IS \$50. _____ Check if you want to purchase insurance.

Concession space is priced for the frontage feet requested.
12-foot minimum, all footage sold in 5-foot increments only – 12', 15', 20', etc.

SPACE RENTAL CHARGES:

Main Street (East & West) \$24 per foot
Roberts Avenue South \$23 per foot
Franklin Street \$19 per foot

ELECTRIC CHARGES:

Games: \$78/stand
Merchandise vendors: \$60/stand
If you need 100 amp/220 volt: \$180/stand

Street location requested: _____

Footage requested: _____

Space Fee: Number of frontage feet requested x \$ per foot	\$ _____
Electric Charges	\$ _____
Insurance	\$ _____
Total	\$ _____

A non-refundable deposit of \$150 is mandatory to reserve a space

Payment enclosed: \$ _____ Cash _____ Check _____ Credit card

Balance due by September 1, 2024: \$ _____

Vendors paying by credit card please call Connie at 717-330-6846
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Signature _____

Date _____

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PO Box 65 New Holland, PA 17557
Email: nhfair.vendors@gmail.com

**2024 Electrical Requirements
NEW HOLLAND FAIR ASSOCIATION**

Please complete the below form and return it with your signed contract and deposit.

Name of Organization: _____

Responsible Person: _____

Phone Number: _____

Number of drops requested: _____

Please specify the number of drops needed for each indicated amperage/voltage category:

30 amp 110 volts _____

30 amp 220 volts _____

40 amp 220 volts _____

50 amp 220 volts _____

100 amp 220 volts _____

Rates are determined for one drop to each location based on requirements listed above. Should more than one stand be placed on requested footage, power drops to said stand will be considered a separate location.

Example 1: 3 stand drops within allocated footage = 3 separate electrical charges.

Example 2: 4 stand drops within allocated footage plus one stock trailer = 5 separate electrical charges.

ADDITIONAL REQUIREMENTS:

Vendor is required to provide cord for electrical hook up. The supply cord must be rated in accordance with the amperage requested. Due to the distance from stand to power supply, it is strongly recommended that a minimum of 100 feet of cord be supplied. 30 amp/110 volt users can use regular 3-prong extension cords. All 220 volt users need to provide a 4-foot "pig tail" cord with appropriate female end plug to connect to trailer and bare wires to direct hard wire into breaker box.

WE DO NOT PROVIDE EQUIPMENT OR CORD FOR HOOK UP! PLEASE BRING A LONG ENOUGH CORD.

Vendor is responsible for distribution within the stand along with proper circuit protection.

**ONE STAND = ONE DROP
STOCK TRAILER = ONE DROP**

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