

Business Office
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 Pittston Township, PA 18640
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 E-Mail: northeastfair@aol.com



Fairgrounds
 20 Freeport Road
 Grimes Industrial Park
 Pittston Township, PA 18640
 570-654-FAIR (3247)
www.northeastfair.com

*A Pennsylvania Fair Showcasing Agriculture, Horticulture, Home Arts,
 Home Gardening, Entertainment, Food, Fun and More!*

Application for Exhibitor/Merchandise Service Space

Northeast Fair • June 19 through June 24, 2012

*Complete and Return to Fair Business Office with \$100 check made payable to "Northeast Fair".
 Applications received earliest have space priority.*

The desired use of the space is as follows:

I request the following *(Please check all that apply)*:

Fair Provides Tent & Lights

\$18/front foot + one time \$30 raffle tickets

All tents are 20 feet deep

Minimum purchase of 10 front feet, purchase in 5' increments

_____ x \$18 + \$30 =

\$_____ Sub Total

No. of front ft. Cost/ft Raffle Tickets

Open Space - Concessionaire Provides Tent or Other Cover & Lights

_____ \$12/front foot + one time \$30 raffle tickets

Open space is 26 feet deep

Minimum purchase of 10 front feet, purchase in 5' increments

_____ x \$12 + \$30 =

\$_____ Sub Total

No. of front ft. Cost/ft Raffle Tickets

Check here if 110V 10 AMP ELECTRICAL OUTLET is required. (Add \$75/outlet)

\$_____

Check here if 110V 20 AMP ELECTRICAL OUTLET is required. (Add \$100/outlet)

\$_____

\$_____ Total Cost

A deposit of \$100 is required to reserve space requested. Balance due in full before April 15.

(Signature & Title of EXHIBITOR/MERCHANDISE SERVICE PROVIDER)

 PRINT Name & Title

 Name of EXHIBITOR/ MERCHANDISE SERVICE PROVIDER

 Address, City, State, Zip

 Home/ Business Phone

 Cell Phone

 FAX

PLEASE PRINT CLEARLY

Limited on grounds RV spaces available – call for information.

STATEMENT OF AGREEMENT AND UNDERSTANDING

The party ("applicant") submitting the attached Application acknowledges, agrees and understands the following:

- The Northeast Fair is governed, sponsored and operated under the authority and supervision of the Pittston Township Fire Department (the "Department");
- The Department is organized as a not-for-profit corporation under the laws of the Commonwealth of Pennsylvania;
- The Department provides fire safety, rescue and emergency services to the residents and property owners of Pittston Township, Pennsylvania and surrounding communities;
- The Department performs an essential government service for Pittston Township;
- In submitting this Application either for food concession services or for exhibitor/merchandise concession Services, the Applicant is requesting to be approved as a sub-contractor to the Department for the provision of food or exhibitor/merchandise services at the Department's Northeast Fair;
- The Northeast Fair is a recognized Pennsylvania State Agricultural Fair, showcasing agriculture, horticulture, home arts, home gardening, entertainment, demonstrations and food; and
- The Applicant will abide by and adhere to the appropriate Department regulations governing participation at the **Northeast Fair**.

UNDERSTOOD, AGREED TO AND ACCEPTED:

Applicant (Name & Title): _____

Address: _____

Date: _____

**NORTHEAST FAIR
EXHIBITOR, MERCHANDISE SERVICE REGULATIONS**

1. Application must be fully completed and returned with a \$100 deposit payable to Northeast Fair. Applications received earliest have space priority. The deposit will be applied to the balance due. Incomplete applications will be returned.
2. Non Profit organizations receive a 10% discount and are exempt from purchasing raffle tickets.
3. Final payment for approved applications must be received on or before April 15, or the deposit will be forfeited and the space released to others.
4. Should the Application for Space not be approved, the deposit will be refunded by April 15. Last year's service providers' applications received the earliest have priority for space. Assignment of space is at the discretion of the fair board.
5. The agreed upon items for sale and/or exhibited cannot be changed without written fair approval. The fair board will typically limit the sale of items to only one duplication; however, there may be additional duplications of more common items.
6. **PROHIBITED ITEMS:** Lottery or games of chance (excluding fair raffle tickets), knives, firearms, smoke bombs or fireworks, or any other item(s) or activity at the discretion of the fair board that is unacceptable of maintaining a desirous and quality fair.
7. You must keep your space neat and clean and are required to consistently sweep the midway directly in front of and/or adjacent to their space, disposing of all refuse in plastic bags and in trash containers on the fair grounds - including the end of every evening. You are required to have at least one plastic trash bag per stand. We demand an **EXTREMELY CLEAN** fair.
8. Vulgar language is prohibited. Smoking is not permitted while working in your space. Maintain high standards of personal hygiene. Shoes and shirts are required at all times. Do not wear clothing printed with wording or pictures that may be offensive to others. Treat fair guests the way you would want to be treated - smile!
9. The fair opens weekdays at 5:00 p.m., Saturday and Sunday at 1:00 p.m. Open on time and stay open until closing time.
10. Vehicles are **NOT** permitted on the midway during fair operating hours.
11. You are responsible for obtaining all insurance, permits and/or licenses for their operation.
12. You must remain in their assigned space. Do not walk the midway attempting to sell your merchandise.
13. **GUEST DISPUTES:** Quickly and professionally resolve issues to the satisfaction of our guests. Arguing is bad for everyone. You hereby empower the fair board as final arbitrators and agree to abide by the decision of the board. Should you refuse to abide by the decision, you will be shut down with money refunded for the remaining portion of the fair.

14. PARKING/ADMISSION: You must park all vehicles in a designated Service Provider Parking Area. Parking spaces near the fair entrance are to be left open for use by fair guests. You will be issued a reasonable number of free parking and fair admission passes.

15. EMERGENCY: Remain calm. Inform the nearest security person, firefighter, or Emergency Medical Technician (EMT). An extensive radio communications system is maintained between Fire, EMT, Security, Police, Reithoffer Shows & Fair personnel and the Luzerne County Communications Center. Identify yourself, give only the facts about an emergency or incident (don't speculate), report the exact location and number of people involved. In case of injury, do not move an injured person unless additional injury may occur due to their position - uniformed EMTs are on the grounds to provide trained assistance.

I have read and understand the above rules and regulations. My signature indicates that I and all others associated with my space shall abide by them.

NAME OF EXHIBITOR/MERCHANDISE SERVICE PROVIDER

SIGNATURE: _____

DATE: _____