

# 2020 Lycoming County Fair Farm/Flea Market

## Requirements for

## VENDORS

**Please complete the vendor application and return with a check made out to “The Lycoming County Fair” for the total amount.**

**Mail application and check to The Lycoming County 150<sup>th</sup> Celebration Committee, C/O Mike Bieber, 100 McConnell Pkwy, Hughesville, Pa 17737**

### 1. SET-UP TIMES

Set up will be allowed from 6 AM till 7:30 AM on the day of the event. Please enter the fairgrounds at the Third Street Gate.

All vehicles must be in designated parking areas by 7.30 AM.

### 2. EVENT DAY

Booths must be staffed and open during all event hours. Event hours are 8 AM – 2 PM.

If you need assistance, or in the event of an emergency, please contact a committee member.

All vehicles must be in designated parking areas by 7:30 AM. No vehicles permitted on the mid-way between 7:30 AM – 2:00 PM (exception...committee authorized / escorted vehicles).

### 3. TEAR DOWN

Tear down will be from 2PM to 3:30 PM on the day of the event.

All vehicles must be in designated parking areas by 7:30 AM. No vehicles permitted on the mid-way between 7:30 AM and 2 PM (exception...committee authorized / escorted vehicles).

All unsold items must be taken with the vendor at tear down time. Nothing may be left in your vendor spot when you depart. Please make sure your vendor area is left in the same condition it was when you arrived.

4. The committee reserves the right to deny any vendor participation in this event if it is not in the best interest of the event.

5. Vendor's displays cannot interfere with adjacent exhibitors or extend into aisles or beyond your assigned booth space.

6. No open alcohol or pets are permitted on fairgrounds at any time! (Exception: Vendors authorized to sell alcoholic beverages.)

7. Nothing shall be nailed or stapled to the walls, floors, or any other part of the buildings or grounds.

8. This is a RAIN OR SHINE event. In the event of bad weather the committee may decide to move the event indoors. This decision will be made prior to set up on the day of the event.

9. Event committee reserves the right to share the contact information, including names, phone numbers, email addresses, etc., of vendors to customers and/or media.

10. Vendors are responsible for their own merchandise, equipment and materials. Neither committee, management, the sponsors, nor the facility owners assume responsibility for damages or theft of the above-mentioned items.

15. All food and beverage vendors must comply with all local, county, state and federal regulations and standards regarding the preparation, preservation and service of food and drink. Food vendors are also required to obtain and post all necessary permits and licenses in your booth / trailer at all times.

THANK YOU FOR HELPING US MAKE THIS A SUCCESSFUL EVENT