

CLEBURNE COUNTY CHAMBER OF COMMERCE PRESENTS

2017 COUNTY FAIR

EVENT INFORMATION

The Cleburne County Chamber of Commerce will be holding a County Fair at Ross Mountain starting at 6:00 PM on August 11th and going through August 12th at 9:00 PM. The event will feature a variety of games, rides, music, and the Chamber’s main event – the Rodeo.

The Rodeo, put on by Bo Campbell Rodeo Productions, will have two shows, one on Friday night and one on Saturday night both starting at 7:00 PM. Rodeo tickets will be \$10 at the door. Children 3 and under will be free. Tickets will be presold at buy three tickets, get 1 free. All ticket sale proceeds will benefit the Cleburne County Chamber of Commerce .

We anticipate a large crowd at this event from all across North East Alabama. Last year’s attendance was over 8000. This event will be promoted throughout Alabama and on local radio along with online media and social network sites.

There will be a small fee for fair admittance/parking- \$2 per person. Children 3 and under will be admitted free. Games, rides, and food are available for additional fees once inside the fair.

VENDOR BOOTH PRICING

If you are interested in being a vendor at the 2017 County Fair, please complete the Vendor Application. Early registration for vendors ends **July 28th**. All applications must be postmarked by July 28th or dropped off at the Chamber office by that date to be considered within Early Registration. Following that date, all late registrants will incur an additional **\$25** late registration fee. The Chamber will not accept any vendor applications after **August 4th**.

Each vendor will be guaranteed either a 10’ X 10’ or 20’ X 20’ booth space as selected within the Vendor Application. **THERE WILL BE NO ADDITIONAL SPACE BETWEEN BOOTHS. IF YOU HAVE SELECTED A 10’ X 10’ AND CANNOT FIT, NO ADDITIONAL SPACE WILL BE PROVIDED AND NO REFUNDS WILL BE GIVEN IN THE EVENT YOU CANNOT VEND.** If additional space beyond a 20’ x 20’ is needed, vendor may purchase an additional 10’ x 10’ space. All supplies (tables, chairs, ice, power, etc.) necessary to run the booth are the responsibility of the vendor. Any special needs should be discussed and approved through the Cleburne County Chamber prior to completing an application.

Vendor Booth Pricing:

County Fair Vending:

Type of Booth	Type of Vendor		
	Food	For Profit-Non Food	Non-Profit
10X10	\$75	\$50	\$25
20 X 20	\$100	\$75	\$50

Rodeo Vending Friday (6:00 PM till end of Rodeo)

All Vendor Types: \$25 in addition to the County Fair Vending Fee Above

*****ALL VENDORS WHO CHOOSE TO VEND ON FRIDAY AFTERNOON/EVENING WILL BE PLACED IN PROXIMITY TO THE RODEO FOR THE ENTIRE FAIR AND NOT REQUIRED TO MOVE.*****

Rodeo Vending Saturday (7:00 PM till end of Rodeo)

All Vendor Types: \$25 in addition to the County Fair Vending Fee Above

VENDOR POLICIES & PROCEDURES:

No Vendors will have exclusivity; other competing vendor's products and services will be allowed. The Chamber will do its best to encourage other products so that there will be no competing against vendors. The Chamber will try not to place vendors with identical products or services next to one another for the benefit of all.

Vendor Setup:

FRIDAY: ALL VENDORS, REGARDLESS OF WHEN PLANNING TO VEND, MAY BEGIN SETUP FRIDAY, [AUGUST 11TH AT 9:00 AM](#). ALL VENDORS MUST BE COMPLETELY SETUP BY 4:00 PM. NO VENDOR WILL BE ALLOWED ONTO THE FAIRGROUNDS FOR ANY SETUP ACTIVITY AFTER 4:00 PM. THIS RULE WILL BE STRICTLY ENFORCED, AND NO REFUNDS WILL BE PROVIDED IN THE EVENT A VENDOR MUST BE TURNED AWAY FOR FAILING TO COMPLY WITH VENDOR SETUP TIMELINES.

SATURDAY: VENDORS MAY BEGIN SETUP, [SATURDAY, AUGUST 12TH AS EARLY AS 5:30 AM](#). NO VENDOR WILL BE ALLOWED ONTO THE FAIRGROUNDS FOR SETUP AFTER 8:30 AM. THIS RULE WILL BE STRICTLY ENFORCED, AND NO REFUNDS WILL BE PROVIDED IN THE EVENT A VENDOR MUST BE TURNED AWAY FOR FAILING TO COMPLY WITH VENDOR SETUP TIMELINES.

Vending Time: The length of time vendor must operate is Friday, August 11th from 6:00 PM to 9:00 PM and/or Saturday, August 12th from 10:00AM -7:00 PM or 9:00 PM. Fair activities will end at 7:00 PM both evenings, and the Rodeo will begin at this time. Vendors may continue to remain open during the Rodeo; however, if this is planned, it will be an extra \$25 per night in addition to the Fair fee (refer to pricing above).

Vendor Parking and Passes: ***NEW POLICY FOR 2017*******

Wristbands: All vendors will be given 6 wristbands in their vendor packet. This provides 6 individuals free admittance to the fair. Individuals helping with the booths beyond 6 individuals will be required to pay the \$2 per person entrance fee. Additional wristbands may be purchased in advance. Refer to the Vendor Application Form.

Parking Passes:

Each 20 X 20 booth space vendor will be given TWO CAR passes to park two cars behind their booth. All individuals in the cars must have on a wristband or they will be required to pay the \$2 entrance fee. The pass simply allows them to park the car behind their booth.

Each 10X10 space will be provided ONE car pass to park one car behind their booth. All individuals in the car must have on a wristband or they will be required to pay the \$2 entrance fee.

ALL OTHER PERSONNEL beyond the passes described above will be required to park in general parking.

Security: Security will be provided at the fair and every effort will be made to keep the grounds secure and your product and equipment safe. The Cleburne County Chamber of Commerce and Floyd Davis (Ross Mountain) are not responsible for any theft, damage, etc. that may occur during the Fair and all related Fair activities at the grounds.

Food Vendors: The Cleburne County Fair will, as in year's past, apply for an exemption as a temporary event with the Cleburne County Health Department once all food vendors are identified. As a food vendor at the Cleburne County Fair, it is each vendor's responsibility to appropriately handle his or her food in a safe manner. Each food vendor will be required to attest that they have reviewed and will comply with the *ADPH Food Safety Guidelines for Exempt Temporary Events*. The

guidelines can be accessed online at <http://www.adph.org/foodsafety/assets/TempEvents.pdf>. If you do not have access to the content online, the Cleburne County Chamber can provide a printed copy for you.

Vendor Sales: All vendor sales and/or vendor activities are **limited** to the space designated by the event manager for each vendor. Vendors will not be permitted to walk around the event selling merchandise or services.

Tent Rules: The event venue tends to be quite windy even in August; therefore, all vendors utilizing tents in the booth space will be required to stake the tents into the ground.

Change: Vendors are responsible for their own change. Please be sure to bring your own change to make sure you have what is needed.

Signage: No signs outside of the tent or outside of the vendor space assigned to each vendor.

Vendor Packet: ALL PARKING PASSES, WRISTBANDS AND BOOTH ASSIGNMENTS WILL BE AVAILABLE IN YOUR DESIGNATED VENDOR PACKET THAT WILL BE AVAILABLE FOR PICKUP AT THE HEFLIN RECREATION CENTER AUGUST 7TH THROUGH AUGUST 10TH. **NO VENDOR WILL BE ALLOWED ON THE FAIRGROUND PREMISES FOR SETUP WITHOUT HAVING RETRIEVED THEIR VENDOR PACKET.**

Any guidelines or rule set up in this application may be changed from time to time by the Event Management.

2017 CLEBURNE COUNTY FAIR VENDOR APPLICATION

NAME OF BUSINESS / ORGANIZATION:		
NAME OF BOOTH(s) (if different from Business Name):		
MAIN CONTACT:		
PHONE NUMBER:		
EMAIL ADDRESS:		
TYPE OF VENDOR (Make appropriate selection)		
FOR PROFIT FOOD <input type="checkbox"/> FOR PROFIT NON-FOOD <input type="checkbox"/> NON-PROFIT <input type="checkbox"/>		
BOOTH SELECTION: (Make appropriate selection and indicate the # of booths of each size you are requesting.)		
Booth Size	Select Size	How Many? (1, 2, etc.)
10 X 10	<input type="checkbox"/>	
20 X 20	<input type="checkbox"/>	
VENDING TIME [Make appropriate selection(s), County Fair must be selected at a minimum]		
County Fair (10:00 AM to 7:00 PM) <input type="checkbox"/>		
Friday Rodeo (6:00 PM to 9:00 PM Friday) <input type="checkbox"/>		
Saturday Rodeo (7:00 PM to 9:00 PM Saturday) <input type="checkbox"/>		
VENDOR ACTIVITY DESCRIPTION (Please describe the type of activity and/or items for sale or distribution.)		
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ADDITIONAL WRISTBANDS/ \$2 each: (You receive 6 free with your packet. Indicate how many additional wristbands you would like to purchase and include the amount in your fees to the chamber.)		
# of Additional Wristbands _____		

Make Checks Payable to: Cleburne County Chamber of Commerce. Payment must accompany your application.

Cleburne County Chamber of Commerce, P.O. Box 413, Heflin, AL 36264

Phone: 256-463-2222 Office 256-201-7184 Mobile

ONCE ACCEPTED INTO THE COUNTY FAIR, I AGREE:

- A. To hereby indemnify, release and forever discharge the 2017 County Fair, Cleburne County Chamber of Commerce, Floyd Davis (Ross Mountain) , and all Sponsoring organizations, and their directors, officers, employees, agents and volunteers from any responsibility, personal liability claims, loss or damages arising out of or in conjunction with my application and participation in the 2017 County Fair. The 2017 County Fair will not be responsible for any injury sustained by artists, vendors, or guests while within space designated for the aforementioned, including the sale of all products or services occurring at such booth space. I agree to pay for all damages that may have been caused as a result of operation of my booth, sale of my products, or of any of my other actions at the 2017 County Fair. I further agree to store my products, merchandise, and/or art at my own risk without exception or limitations.
- B. To supply my own tent(s) along with all necessary equipment and tables and chairs for my products. To stake all tents to prevent any possible harm from windy conditions.
- C. To comply with all representations and conditions of this application and with all of the conditions and deadlines set forth in communications from the 2017 County Fair Committee sent to me upon acceptance into the 2017 County Fair. I further agree that if I do not comply with such representations or conditions, nor meet all requirements, I may not be allowed to operate that day of the Fair and I would forfeit all entry fees.
- D. To hereby comply, if a food vendor, with the ADPH Food Safety Guidelines for Exempt Temporary Events (<http://www.adph.org/foodsafety/assets/TempEvents.pdf>). By completing and signing this application, I am stating that I have reviewed and will comply with the ADPH guidelines referenced here.
- E. To leave my space as I found it, properly disposing of trash and all waste products within the components made available by the 2017 County Fair, and removing all equipment in timely manner at the conclusion of the Fair. I agree to pay for any expenses that the 2017 County Fair may have incurred as a result of my not fully cooperating with the Fair organizers.
- F. To use my best efforts to present high quality products and services to cooperate with the Fair organizers in assuring the 2017 County Fair will be the best possible.
- G. Should an Act of God/terrorism/Mother Nature/or Community Disaster occur, the 2017 County Fair Staff will make all decisions regarding the Fair based on safety first. The 2017 County Fair does not accept the risk of disaster for everyone. Each participant and vendor needs to accept the risk of his or her entry fee. There will be NO REFUNDS. The Cleburne County Chamber of Commerce has ordered and is liable for every supply, rental, and services needed for the event, regardless of outcome. These costs include but are not limited to paying for marketing, entertainments, permits, and event staff. In the event of inclement weather, the 2017 County Fair Staff will make every effort to reschedule; however, the reschedule cannot be guaranteed. The vendor acknowledges and accepts this risk.

I have read, understand and will comply with all rules and regulations outlined in this application.

Applicant's Name:

Business Name:

Applicant's Signature:

Date:

FOR OFFICE USE ONLY

Date Received _____

Amount Paid: _____

Amount Paid _____

Confirmation Sent _____

Check# _____

Notes _____