



Caroline County Agricultural Fair Sponsor Agreement

This Agreement made and entered into this date, _____, by _____ and _____ between the Caroline County Agricultural Fair Association (Lessor) and the Lessee named below. All applications are subject to approval.

Please check Sponsorship Level:

Platinum Gold Silver Bronze Patron Friend
\$1500 \$1000 \$750 \$500 \$250 \$100

Name of Company/Organization/Individual to be displayed on banner or signage (please print):

Contact Person: _____

Phone: _____ Email: _____

Mailing Address: _____

Website Address (URL): _____

1. Lessee understands that this agreement does not include advertising by the Fair Association in any media in which display ad space is sold. Separate advertising may be solicited for such.

Note: The following does not pertain to Friend and Patron Levels as they do not include a vendor space.

2. Please check one:

NO – I do not need a vendor space. (Please proceed to bottom of page 2)

YES – I do need a vendor space. Electrical Hookup [120 v] needed: Yes No

*Employer Identification Number (EIN) or Social Security Number: _____
(*If items are sold from the vendor space; Lessor is required to provide the above number to the Caroline County Commissioner of the Revenue's Office.)

- a. Lessee space will be approximately 8 ft. by 10 ft. during the Caroline County Agricultural Fair. Space is in a pavilion with open sides. Spaces will be assigned by the Lessor with due regard to priority request, overall location, and Lessee requirements. Outside space is available at the discretion of the Lessor.
- b. Electrical hook-up requires Lessee to provide a minimum 25-foot UL listed extension cord.

- c. Lessee understands that all persons associated with the vendor space are limited to the assigned space. Vendors are prohibited from walking around the fairgrounds distributing information and/or products.
- d. Lessee understands that the distribution and/or sales of food and beverages are limited to pre-approved Food Vendors Only.
- e. Lessee understands that the Lessor does not provide any tent coverage, tables, chairs, or extension cords. Trash facilities are available on the grounds.
- f. Lessor herein carries NO insurance on the Lessee’s property and shall not be liable for any loss or damage from any cause to Lessee’s property or for any damage caused to the designated area or the Lessee’s customers.
- g. Lessee understands that Check-In and Set-Up takes place from 1 – 4 p.m. on Wednesday, June 12th, and Take Down is Sunday, June 16th, from 9 a.m. to 3 p.m. [Unless prior arrangements are made with Fair officials.]
- h. Lessee understands that vehicles are not allowed to be driven on or off the grounds when gates are open to the public, and that all vehicles are to be moved to the parking area prior to the opening time.
- i. Lessee understands that a notice confirming the vendor space reservation will be sent to the email address provided on this contract.
- j. Lessor reserves the right to cancel this agreement at any time. If space is unavailable or the payment is received after the deadline, the payment will be refunded.
- k. Please list the types of merchandise or services that will be offered for sale and/or distributed:

Please call the Fair Information Line with Vendor questions: 804-466-1507

3. Signature

Signature of Authorized Representative (Lessee) Date

Thank you for your support of the Fair! Please return this completed Sponsor Agreement, along with your remittance, to: **Caroline County Agricultural Fair Association, Attn: Sponsorships, P.O. Box 1207, Ruther Glen, VA, 22546**