

Coastal Carolina Fair

2009 Fair Dates – October 29 – November 7

Outdoor Commercial & Non-Commercial Application

(Please submit ASAP for consideration)
(Please fill out completely – Incomplete Applications will not be considered)

General Information (Please type or print clearly)

Business Name: _____

Contact Person: _____

Business Phone: _____ Fax: _____ Cell: _____

E-mail Address: _____ Website: _____

Address: _____

City: _____ State: _____ Zip: _____

Have you applied for space before? Yes ___ No ___ If yes, under what name _____

Exhibit Information

Type of Exhibit:

_____ Direct Sales: Space used for the purpose of selling merchandise or service

_____ Food Concession: Space used to sell food and certain beverages.

A COLOR PHOTOGRAPH OF THE CONCESSION IS REQUIRED. SPACE WILL BE ASSIGNED AT THE DISCRETION OF THE FAIR MANAGEMENT BASED ON APPEARANCE OF CONCESSION, SPACE AVAILABILITY AND NEED FOR PRODUCT SOLD.

Size of total space needed: Width: _____ Depth: _____

Electrical Requirements: _____

Number of Photo ID Badges Required: _____

Products or services to be exhibited or sold: List ALL products, including brand names if applicable, you would like to sell or display during the fair. Any space assignment will reference this list. Once a contract is issued, you may not display or sell any additional items without approval of the Fair office. Please be specific. General words such as "handcrafts, t-shirts, sweatshirts, clothing, toys, hats, novelties, gift items, accessories, jewelry, imports" etc. are not acceptable. Any items in your space not authorized on your contract are subject to removal at the discretion of Fair management. Please include proposed prices of merchandise.

RV/CAMPER & LIVE-IN STOCK TRUCK REQUIREMENTS

I will need space(s) as follows (contingent upon availability) (**NOTE:** *There is a 12-day minimum stay charge but all days over 12 days are discounted at 40 percent. Living on the grounds in any other area is prohibited.*)

RV/Camper	# of Spaces Required _____	Specify Size(s) _____
Stock Truck/Full Hookup	# of Spaces Required _____	Specify Size(s) _____
Stock Truck/Electric Only	# of Spaces Required _____	Specify Size(s) _____

Fair Reference: Please list two (2) fairs, festivals or other shows in which you have participated as an exhibitor.

1. _____

2. _____

Does everyone who applies receive a space? No. The Fair attempts to select exhibitors who will compliment the other products and services booked in the exhibit building. These selections depend of the products/services already booked and the products/services Fair management believes will appeal to the Fair attendee. The number of new applications received annually is greater than available space. The Fair strives to provide the fairgoer with exposure to exhibitors who provide quality products or services; therefore, it is very important to have as professional display as possible.

All applicants must submit a photograph, sketch or drawing of their proposed booth setup. Brochures or pamphlets regarding the products or services would also be helpful.

Note: This is not a contract ... This is only an application.

I certify to the best of my knowledge the above information is complete and true.

Signature: _____ Date: _____

Return signed application & Photos	Coastal Carolina Fair Outside Sales Apps. PO Box 762 Ladson, SC 29456	Telephone: 843-572-3161 Fax: 843-572-3126 E-mail: office@coastalcarolinafair.org Website: www.coastalcarolinafair.org
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Office Use Only

Date Rcd: _____ Exhibitor #: _____ Space #: _____
Space Fee: _____ RV Fee: _____ Insurance Fee: _____

The Exchange Club Fair of Charleston, Inc.

9850 Highway 78, PO Box 762
Ladson, SC 29456

RULES AND REGULATIONS FOR CONCESSIONAIRES AND RV LOT TENANTS

The following rules and regulations shall be in effect, and will be strictly enforced, for all concessionaires participating in the 2009 Coastal Carolina Fair ("CCF"):

CONCESSION TRAILER OR STAND: Concessionaire must use clean, neatly painted trailers and stands. Overhangs must not exceed 3 feet over walkway and must be at least 8 feet above walkway. Trailer skirting is required, and detachable hitches will be given first preference. Tanks or other unattractive areas must be hidden from view by privacy fencing, and any tanks must be secured in accordance with applicable code to prevent falling, leakage or other hazards. All stands and trailers shall contain an operable fire extinguisher to combat Type A, B, and C fires. Advertising on stands and trailers shall have only the name, type, and/or price of merchandise or food offered for sale. Items sold or dispensed from concession must be properly marked with the price of said item and clearly posted in easy view of customers. Products and services which are offensive to the public, racist in nature, drug related, sexually explicit or illegal are strictly prohibited. Concession products or services must correspond to the product description on your contract and not conflict with, differ from or exceed that description without written permission of the Exchange Club Fair of Charleston, Inc. ("Fair").

CONTRACT RENEWALS: This contract for space rental for the 2009 Coastal Carolina Fair does not constitute or imply any agreement or option to renew said contract for any subsequent period, and no renewal or claim of renewal shall be valid unless agreed in writing and signed by both parties.

GARBAGE & LITTER: Sanitation and cleanliness are an essential part of the CCF, and your cooperation is required in maintaining a safe, clean and attractive fairground. All Concessionaires are required to keep their units clean and the area immediately adjacent thereto clean and trash free. All disposable waste material must be placed in sealed plastic bags outside the front of your booth each night after closing, along with all cardboard boxes, which must be broken down and laid flat. No Concessionaire may place waste, garbage or trash in a public trash receptacle. A waste disposal fee of \$3 per front foot, with a \$60 minimum, will be charged for each concession location. RV lot tenants are required to keep their space clean and trash free. Dumpsters are provided in the RV lot for garbage and trash. No pickup of garbage at individual RV spaces will be made by the Fair.

HEALTH & FIRE REGULATIONS: It is the responsibility of each Concessionaire to become familiar with the Health and Fire Regulations of Charleston County and the State of South Carolina. The Charleston County Health Department and the C&B Fire Department will perform regular inspections, and they are available for consultation if needed.

HOURS OF OPERATION: *All concessions must be open for business at the scheduled gate opening time each day and are required to remain open until at least one hour past the scheduled gate closing time for that day, unless otherwise authorized or directed by the Fair.*

INSURANCE: Each Concessionaire must furnish a Certificate of Insurance showing proof of general liability insurance, including but not limited to bodily injury, property damage and product liability, in the amount of at least \$500,000 and covering all of the Concessionaire's equipment, vehicles, operations and activities on Fair property. The Exchange Club Fair of Charleston, Inc. must be shown on the certificate as an additional insured. The certificate must be issued by a company licensed to do business in South Carolina and acceptable to the Fair and must be submitted to and accepted by the Fair not later than October 1, 2009.

LIVING QUARTERS: The assigned space around living quarters must be kept neat and trash free. All living quarters must comply with local health codes, and electrical hook-ups must meet the National Electrical Code requirements. Tenants are expected to be considerate of other tenants, and of the Coastal Carolina Fair, *at all times*. Loud or late parties will **not** be permitted.

OIL DISPOSAL: Marked drums are placed at various locations for disposal of cooking oil. Used oil must be placed *in* the drums provided -- leaving oil containers beside the drums or at dumpsters is *not permitted*.

PAYMENTS: The amount of deposit due upon receipt of your contract is 30% of the total minimum estimated privilege, or as otherwise stated on your contract, with the balance of the minimum charges due by September 1. Offered contracts which are not executed by the Concessionaire and returned, with the appropriate payment, by the due date stated on the contract will be null and void. Concessionaires whose privilege is based on a percentage of net sales (gross sales less applicable sales tax) will report gross sales to the Outside Concessions Manager daily during the run of the CCF. Gross Sales Report forms will be provided by the Fair, and reports for the preceding day must be completed and placed in the drop box at the Outside Concessions office one hour prior to gate opening each day. Concessionaires who wish to make deposits for the following year at the end of the current CCF may do so, but acceptance of such deposits will not constitute the offering of a contract for the following year.

PETS: Any pets brought onto the Fair grounds must be registered with the Fair office immediately. Copies of current pet vaccinations must be provided upon check-in and will be kept on file in the Fair office. Pets must be kept inside your living quarters or in a fenced area within your assigned RV space. Pets may be on leashes in areas designated by the Fair as long as the person responsible for the conduct of the animal is present. Owners are responsible for *immediate* clean-up after pets. The Fair reserves the right to deny access or require removal of any animal that becomes dangerous or a serious nuisance to others, or which is prohibited by or in violation of any applicable laws or regulations. (Also see "Prohibited Actions/Items", below.)

PHOTO ID BADGES & ADMISSION TICKETS: Each Concessionaire and each of his/her employees is required to have either a Photo ID Badge or an admission ticket to enter the fairgrounds. Photo ID Badges, good for admission on all days, may be obtained from the Fair Security office for a charge of \$40 each. *Photo ID badges shall remain the property of Fair.* The Fair reserves the right to limit the number of Photo ID Badges issued for any Concessionaire to 2 badges per 10 front feet of rented space, but not to exceed the number of

employees actually working for Concessionaire. Admission tickets may be purchased at advance ticket prices prior to opening day, or at normal prices thereafter. Admission tickets may not be resold by Concessionaire under any circumstances. **Photo ID Badges must be worn in plain view at all times while the Concessionaire or employee is on the fairgrounds.**

PROHIBITED ACTIONS / ITEMS:

1. Cans or glass bottles for beverages are not allowed. No exceptions will be permitted.
2. No motorized or electric vehicles are permitted on the Parkway, Midway or other walkways normally used by the public from 15 minutes prior to gate opening until all patrons have left the property after closing, or at any other time as may be specified by the Fair.
3. Outside washing of concession units or areas is not allowed at any time after 3:00pm on the Wednesday prior to CCF opening day except as provided in the washing schedule to be provided by the Fair office upon Concessionaire check-in.
4. Alcoholic beverages or drugs are *not* allowed on Fair property.
5. The sale of raffle tickets by concessionaires is not permitted for any purpose.
6. Concessionaires are not permitted to make any sponsorship deals or agreements with any third party.
7. Roving vendors or solicitors are not permitted; Concessionaire's operations must be confined to the boundaries of their rented space.
8. Amplified sound is not permitted from any booth unless written permission is granted by the Fair.
9. Animals of any type are not permitted unleashed on the fairgrounds at any time. No animals, except for legal Service Animals (such as Seeing Eye Dogs), are permitted on the Parkway, Midway or public walkways under any circumstances.

PROVISIONING: The Fair has an exclusive contract for ice to be provided on the fairgrounds during the CCF. No other ice deliveries are permitted. The Fair also, from time to time, establishes contracts for delivery of such items as bread, meat, drinks, etc., for the purpose of maintaining quality food items on the fairgrounds. Concessionaires are encouraged, but not required, to use these vendors.

RV/CAMPER & LIVE-IN STOCK TRUCK LOTS: The Fair has designated lots, with full utility hook-ups (electric, water and sewer), available for parking living quarters during the CCF. There is a 12-day minimum stay charge, and stays over 12 days are available, subject to Fair approval, at a discounted rate. Living on Fair Property in any other area is prohibited. Rates are as follows:

RV/Camper	\$30 per day / \$360 minimum	Over 12 days - \$18 per day
Stock Truck/Full Hookup	\$18 per day / \$216 minimum	Over 12 days - \$11 per day
Stock Truck/Electric Only	\$10 per day / \$120 minimum	Over 12 days - \$6 per day

SECURITY: The fairground has 24-hour security during the CCF. Any Concessionaire requiring extra security during off-hours is encouraged to use Charleston County Sheriff Deputies, at Concessionaire's expense. Written permission from the Fair is required for the use of any other security services. Any security or safety issues that you observe should be reported to the Fair office immediately.

SET-UP: Set-up days are Saturday through Wednesday prior to CCF opening day. Entry onto fairgrounds will be limited to 9:00 AM to 5:00 PM on those days. Units must be in place and washed down by 3:00 pm Wednesday prior to CCF opening day.

SUBLEASING: Sub-leasing of concession or RV Lot rented space is prohibited. Neither this agreement nor any of the rights hereunder may be transferred or assigned. Violators are subject to cancellation of contract without refund.

TAXES & LICENSES: Concessionaire is responsible for any applicable federal, state, county and city taxes and for obtaining any required licenses.

UTILITY CHARGES: Charges for concession space and stock truck utilities (electric, water, and sewer) are as shown below:

	<u>Concessions</u>	<u>Stock Trucks</u>
110 Volt Hookup	\$2.00 per amp	\$40.00
208 Volt Hookup	\$2.00 per amp	\$60.00

Hookups for 208 Volt service require camlocks, which are available from Fair maintenance personnel at Concessionaire's expense. Special needs will be accommodated if possible and will be priced accordingly.

VEHICLE PASSES: Only stock vehicles necessary for the operation of your business will be issued a gate pass. All other vehicles will be issued a priority parking pass for Gate 1. Vehicle passes will be issued for tenants of our RV lots. Entry at Gate 5 is limited to 2 hours prior to CCF opening until 2 hours after CCF closing each day. Entry to RV lot at other times will be through Gate 3. When entering Gate 3, you must turn right and follow the fire lane around the back of the carnival to get to the RV park or any concession on the Gate 4 side of grounds. *Driving on walkways is prohibited at all times.* Vehicle passes must be hung on your rearview mirror and will be honored only at the gate shown on the pass. All occupants of the vehicle must have either an admission ticket or a Photo ID Badge. Vehicles driving on walkways or the Midway, or parking illegally anywhere on Fair property, will be removed and will forfeit their vehicle pass.

ENFORCEMENT: The Outside Concessions Manager, without prior notice, may close any concession or move out any RV tenant not operating in accordance with the provisions stated above and/or the signed contract provisions, or if, in the sole discretion of the Outside Concessions Manager, the operation and/or presence of the concession or RV is not in the best interest of the CCF.

Acknowledged and agreed by:

Concessionaire's Name (Printed)

Signature

Date