



Montour DeLong Community Fair Association

Dear Fair Friend,

The Montour-DeLong Community Fair is celebrating its **85th Fair, July 24-29, 2023.**

Help us "Fill the Fair" with some great concessions.

Obviously, the Montour-DeLong Community Fair has been around for a long time and we keep growing each year. Besides our midway rides, fireworks, free entertainment, horse pulls, and thousands of exhibits, we offer tractor pulls.

If you are not familiar with our Fair, we are happy to introduce ourselves. We are a family-oriented county Fair (the only one in Montour County). Powered by a Village of Volunteers we are a nonprofit. At least 20,000 patrons visit us during the week.

We'd love to have your concession join us in 2023. If any questions, simply call Ruth at 570-275-1623.

Hope to see you at the Fair.

Ruth Marr

Ruth Marr, Concession Committee
Montour-DeLong Community Fair



Montour DeLong Community Fair Association

CONCESSION-VENDOR RULES AND REGULATIONS

July 24 – 29, 2023

1. **APPROVAL** - All vendors are subject to approval by the Concession Committee.
2. **INSURANCE** - Each vendor must provide a current, original, and properly signed **CERTIFICATE OF LIABILITY in the amount of \$1,000,000.00, stating The Montour-DeLong Community Fair as "certificate holder-and additional named insured"**. The physical address of the Fair is 5848 Broadway Road, Danville PA. 17821.
3. **SALES TAX** - Sales tax numbers are required and must be displayed where applicable or the vendor will NOT be permitted to occupy their space.
4. **FOOD HANDLER LICENSE** - All food vendors except non-profits must have a Certified Food Handler License as required by the PA Department of Agriculture Bureau of Food Safety. Copies of licenses must be available upon request.
5. **SALE OF PRODUCTS** - The sale of popcorn, candy apples cotton, candy sno-cones, frozen desserts are limited to the Carnival Midway. The Fair will have **EXCLUSIVE SALES** of cheese steaks, ham and cheese sandwiches, Hamburg bar-b-que, pierogies, soups, meatball hoagies, ice cream, rice pudding, apple dumplings, funnel cakes, French Fries, hamburgers, cheeseburgers, and hot sausage sandwiches. Vendors must limit the sale of products to those listed on their contracts, unless approved by the Concession Committee.
6. **CONFEDERATE BATTLE FLAG** - compliance with the PA Department of Agriculture, the sale of the Confederate Battle Flag is prohibited.
7. **PEPSI** - All Food Concessions **USE PEPSI PRODUCTS**.
8. **CHECK-IN** - Upon arrival at the fairgrounds, a vendor must **CHECK-IN** with a representative of the Concession Committee before moving any items onto the Midway. **The Concession Committee members are Ruth Marr 570-275-1623 and Bill Miller 570-742-4806.**
9. **SPACE** - All space assignments shall be made at the sole discretion of the Fair. However, the Fair will attempt to accommodate requests for specific spaces on a **first paid-first reserved basis**.
10. **SET-UP TIMES** - Arrival and set-up times prior to fairs are:

10AM-3M-Friday & Saturday (**No INSIDE SET UP SATURDAY**)

1:30PM - 5PM-Sunday



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12. **ELECTRICAL SERVICE** - The Fair endeavors to accommodate all requests for electric connections. However, connections are offered "as available" and **NOT** guaranteed. Vendors will be responsible for furnishing their own heavy-duty extension cords long enough to plug into electrical supply provided.
13. **CLEARANCE** - Allow clearance between your stand and the walkway. All displays, and merchandise must be kept within the rented space.
14. **FIRE EXTINGUISHERS** - are required at ALL concessions.
15. **NO GLASS BOTTLES** will be permitted on the fairgrounds.
16. **NO SMOKING** is allowed in any Fair building.
17. **OPEN TIMES** - It is recommended that vendors open for business by 4:00PM every day and close at 10:00PM.
18. **NO VEHICLES WILL BE ALLOWED ON ANY MIDWAY AREAS FROM 4:00PM until 10:00PM.** This is to ensure the safety of our patrons. **DURING FIREWORKS, ONLY EMERGENCY VEHICLES ARE ALLOWED TO MOVE ONTO MIDWAY AREA.**
19. **PARKING** - Vendors will receive 2 parking passes for staff or volunteers, and must be presented when entering the fairgrounds.
20. **LOADING & UNLOADING** - Vehicles can load and unload behind their space **ONLY**. Then the vehicle **MUST BE MOVED** to parking area.
21. **NO DISORDERLY CONDUCT, GAMBLING, OR USE OF DRUGS OR ALCOHOL PERMITTED. PERSONS VIOLATING THIS RULE WILL BE CONSIDERED TO HAVE BREACHED THEIR CONTRACT AND WILL NOT BE PERMITTED TO REMAIN ON THE GROUNDS.**
22. **SECURITY** - Security will be on duty throughout the Fair.
23. **DISMANTLING**-All vendors' materials must be removed by 12:00 Noon on the Monday after the Fair closes.
24. **THE ABUSE OF ANY PRIVILEGE** granted, sale of dishonest goods, impure or unwholesome food, ill kept appearance space rented, or any objectionable practice will result in forfeiting all privileges without recourse.
25. **INDEMNITY** - Vendor hereby agrees to hold the Montour-DeLong Community Fair harmless and indemnify the Montour-DeLong Community Fair against any claims made against the Montour-DeLong Community Fair resulting from any action or inaction of the vendor.
26. **RISK OR LOSS** - The Montour-DeLong Community Fair assumes no responsibility for loss of property of the Vendor.



Montour DeLong Community Fair Association

CONCESSION CONTRACT – SETTING-UP INSIDE
July 24-29, 2023

Please complete and return NO LATER THAN June 30 to:
Montour-DeLong Community Fair, c/o Ruth Marr, P.O Box 11, Washingtonville, PA 17884

Table with 2 columns and 8 rows for contact information: Name of Organization, Name of Representative, Address, Telephone Daytime/Evening, Cell Phone, Email, Sale Tax Number.

Size of space needed (Inside space limited to a DEPTH of 10') D_____
*Please supply us with a photo or sketch showing the dimensions and how your display will be positioned (which area you will be serving from).

PRODUCTS TO BE SOLD: Any products NOT LISTED CAN NOT be sold without permission of the Concession committee. If you need more space, to list products, please use the back of this sheet.

RATES: 10' Depth X 10" Width = \$150.00 10' Depth X 20' Width= \$300.00
Table Rental = \$5.00 per table

Space rental= _____ + Table Rental= _____ Amount Due: _____

REFUND: A full refund will be given if cancelled before July 10 or at the discretion of the Concession Committee.

The Montour-DeLong Community Fair Thanks you in advance for your cooperation and support with our policies. We promise to do our best to grant any special considerations you need but cannot make any guarantees. Your signature on this contract shows that you agree by the rules and policies here in posted.

Signature: _____ Date: _____



Montour DeLong Community Fair Association

CONCESSION CONTRACT – Outside July 24-29, 2023

Please complete and return NO LATER THAN JUNE 30 to:
Montour-DeLong Community Fair, c/o Ruth Marr, PO Box 11, Washingtonville, PA 17884.

Name of Organization:	
Name of Representative:	
Address:	
Telephone Daytime/Evening	
Cell Phone:	
Email:	
Sale Tax Number:	

Space needed (Please specify Depth and Width) **D** _____ **W** _____

*Please supply us with a photo or sketch showing the dimensions and how your display will be positioned (which area you will be serving from).

PRODUCTS TO BE SOLD: Any products **NOT LISTED CANNOT** be sold without permission of the Concession committee. If you need more space, to list products, please use the back of this sheet.

ELECTRICAL SERVICE: See attached "Electrical Service Fees" form.

RATES: \$15.00 per foot frontage (max. depth 15'). If any footage exceeds maximum, there will be an additional charge of \$10.00 per square foot.

Electrical Service Fee: _____

Space Rental. Fee: _____

AMOUNT DUE: _____

REFUND: A full refund will be given if cancelled before July 10 or at the discretion of the Concession Committee.

The Montour-DeLong Community Fair **Thanks you** in advance for your cooperation and support with our policies. We promise to do our best to grant any special considerations you need but cannot make any guarantees. Your signature on this contract shows that you agree by the rules and policies here in posted.

Signature: _____ **Date:** _____

Montour DeLong Community Fair Association
P.O. Box 11 Washingtonville, PA, 17884 - Mailing
5848 Broadway Road, Danville, PA 17821 - Location
Website | www.montourdelongfair.com
Phone (570) 437-2178



ELECTRICAL SERVICE FEES

July 24-29, 2023

The Montour-DeLong Community Fair endeavors to accommodate all request for electric connections. However, connections-am offered "as available' and are not guaranteed.

Vendors will be responsible to furnish their own heavy-duty extension cords long enough to plug into electrical supply provided.

Please complete this form and attach to your contract and send (BOTH) to the Fair

NAME: _____

		Amount	Selection (x)
120V	20 amps	\$40.00	
120V	30 amps	\$50.00	
240V	20 amps	\$60.00	
240V	30 amps	\$80.00	
240V	40 amps	\$100.00	
240V	50 amps	\$115.00	

ELECTRICAL SERVICE FEES TOTAL _____



Montour DeLong Community Fair Association

NONPROFIT BUILDING CONTRACT

July 24-29, 2023

Please complete and return NO LATER THAN JUNE 30 to:

Montour-DeLong Community Fair, c/o Ruth Marr, PO Box 11, Washingtonville, PA 17884.

Name of Organization:	
Name of Representative:	
Address:	
Telephone Daytime/Evening	
Cell Phone:	
Email:	
Tax Exemption Number:	

Space Needed: _____

PRODUCTS TO BE SOLD: Any products **NOT LISTED CANNOT** be sold without permission of the Concession committee. If you need more space ,to list products ,please use the back of this sheet.

RATES: The nonprofit organization listed above agrees to remit **20% of NET** income collected during the Fair week to the Montour-DeLong Community Fair for use of the building.

The Montour-DeLong Community Fair **Thanks you** in advance for your cooperation and support with our policies. We promise to do our best to grant any special considerations you need but cannot make any guarantees. Your signature on this contract shows that you agree by the rules and policies here in posted.

Signature: _____ **Date:** _____

Please Print Name: _____

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Montour DeLong Community Fair Association

NONPROFIT CONCESSION CONTRACT

July 24-29, 2023

Please complete and return NO LATER THAN JUNE 30 to:

Montour-DeLong Community Fair, c/o Ruth Marr, PO Box 11, Washingtonville, PA 17884.

Name of Organization:	
Name of Representative:	
Address:	
Telephone Daytime/Evening	
Cell Phone:	
Email:	
Tax Exemption Number:	

Space needed (Please specify Depth and Width) **D** _____ **W** _____

*Please supply us with a photo or sketch showing the dimensions and how your display will be positioned (which area you will be serving from).

PRODUCTS TO BE SOLD: Any products **NOT LISTED CANNOT** be sold without permission of the Concession committee. If you need more space, to list products, please use the back of this sheet.

ELECTRICAL SERVICE: See attached "Electrical Service Fees" form.

RATES: \$10.00 per foot frontage (max. depth 15'). If any footage exceeds maximum, there will be an additional charge of \$10.00 per square foot.

Electrical Service Fee: _____

Space Rental. Fee: _____

AMOUNT DUE: _____

REFUND: A full refund will be given if cancelled before July 10 or at the discretion of the Concession Committee.

The Montour-DeLong Community Fair **Thanks you** in advance for your cooperation and support with our policies. We promise to do our best to grant any special considerations you need but cannot make any guarantees. Your signature on this contract shows that you agree by the rules and policies here in posted.

Signature: _____ **Date:** _____