

DEERFIELD FAIR CONCESSIONS

We are excited to welcome you to the Deerfield Fair! Here are some tips to make your check-in go quickly and efficiently.

- ❖ Please make sure that we have your insurance certificate in advance. Have your insurance company email it to us at concessions@deerfieldfair.com or you can fax it to 603-463-5687.
- ❖ Bring a copy of your contract as well as your insurance even if you have gotten them to us.

We are human, too and sometimes things get misplaced! It will make for a quick and easy check-in. **Please make sure you take a look at our new check-in and setup hours.**

2023 Annual Deerfield Fair
September 28th, through October 1st, 2023

YOU MUST CHECK IN BEFORE SETTING UP

CHECK IN & SET UP hours are as followed:

Saturday, September 23rd	-----10:00am to 5:00pm
Sunday, September 24th	----- 10:00am to 5:00pm
Monday, September 25th	----- 10:00am to 5:00pm
Tuesday, September 26th	----- 8:00am to 6:00pm
Wednesday, September 27 th	----- 8:00am to 6:00pm

NOTE: Any vendor that has a conflict with this schedule must contact the Concessions Office at 603-463-3064 **ASAP** to make different arrangements.

All concessions will be charged for any and every connection to electricity.

The use of generators is prohibited.

The pay rate for each connection will be as follows:

- 20 Amp 120V @ \$65.00
 - 30 Amp 120V @ \$75.00
 - 30 Amp 208V @ \$150.00
 - 50 Amp 208V @ \$225.00
- The “**Operation Permit**” must be visible and displayed at all times. This verifies that you have checked in. Should this permit not be displayed, it will be assumed that you have not checked in and the space will be vacated of any items. You will be provided one (1) *E pass* per contract. This pass allows a vehicle on the grounds strictly for loading and unloading. All cars must be off the grounds prior to the start of the Fair at 8:00 am and will not be allowed back on until the close of the fair each day.
 - You will be provided eight (8) one-day admittance passes per monetary Contract. Additional passes are available to Vendors from the Admissions office at a discounted rate of \$10.00 per one-day pass. To obtain additional passes you must ask the Concessions Office for a **Passes Slip** and bring that slip with you to the Administration Office only (discounted tickets for vendors will **not** be available at the gate so please plan accordingly).

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- No vendor shall allow any fluids to be dumped on the ground for any reason. Please dispose of gray water from your booth appropriately.
- Vendors will provide a Certificate of Liability Insurance identifying the “Deerfield Fair Association” as additional insured in the amount of \$1,000,000.00 for the period beginning September 15, 2023 and ending October 15, 2023.
- **3 FOOT set-backs will be strictly enforced.** This means that there will be 3 feet of clear space from the walkway to your area. This includes any awning that may be deployed. Anyone not adhering to this policy will be asked to leave the fairgrounds. We mark the ground with marking paint in your space to make it easy for you to determine the area that needs to be clear.
- Propane will only be available from the propane company that the Deerfield Fair contracts with. No other providers will be allowed on the fairgrounds to fill/refill clients. Only walk in tanks will be allowed. Any vendor not in compliance will be asked to do so and if they refused, will be asked to leave the fair. All vendors using propane will be notified well in advance of the fair of who the company will be.
- **NO FLAGS** above any concessions trailer or tent. Failure to remove them after being notified will be asked to leave the fairgrounds. Any questions regarding flags, please ask before putting up.
- All connections to water require the use of a backflow preventer.
- All booths will be open and ready for business at 8:00 am on opening day, Thursday of the Fair. **All booths will remain open and manned for the duration of the fair each day.** Hours of operation are as follows: Thursday, Friday and Saturday – 8:00 am to 10 pm and on Sunday – 8:00 am to 7 pm. Any vendor that does not adhere to this regulation can/will be asked to leave the fair without recourse. Please see item 20 on the back of your contract.
- The “**Most Improved**” booth will be voted on and delivered to the applicable vendor at the close of the 2023 Fair. The “**Black Ribbon**” will be voted on and delivered to the applicable vendor before the close of the 2023 Fair. The awarded applicant will be required to improve their booth for the 2024 Fair.
- *All vendor locations including those inside Concessions, Commercial and the Working Craft Buildings must be cleared out of any and all items by **October 15, 2023**. **Items left will become the property of the Fair and the Vendor will be charged a \$150.00 maintenance fee.***
- **Items prohibited for sale:** guns, knives, pornographic material, offensive material, dangerous or unsafe items, projectiles, sling shots, lasers, stink bombs, party poppers, silly string, string snaps, and nuisance items. **NO Confederate Flag items.** ***It is at the discretion of the Concessions Department to prohibit any other items deemed inappropriate.***
- **It is your responsibility to be aware of, and adhere to, the rules and regulations set forth and enforced by any of the New Hampshire State Departments. Departments include, but are not limited to, the Fire Marshall, the Department of Revenue and the Department of Health.**

Thank you in advance for your cooperation!

The Concessions Office