

Little Bee Craft Boutique

Utah County Fair

2010

New Big County Fair!

Little Bee Craft Boutique and Utah County Fair are pleased to team up for the Utah County Fair. The Utah County Fair has been going on for over 50 years and is growing each year. We are thrilled to help their event grow and hope that you will join us in our excitement. The Spanish Fork Fairgrounds are at 475 South Main Street in Spanish Fork. We are very excited about this new show and hope that it will be a tremendous success!



Vendor Rules and Regulations

LITTLE BEE CRAFT leases spaces for the exhibition, sales and distribution of products, services, information and other items of business. Lease agreements are embodied in contracts (of which these Rules and Regulations are part of) providing for the use and occupancy of certain small spaces of FAIR real property located on the Fairgrounds and referred to as “spaces.” Any company, partnership, institution, or individual over 18 years of age, hereinafter referred to as “VENDOR,” may apply for a space.

These rules and regulations define the conduct of the VENDOR and how the leased spaces are used. The FAIR reserves the right to interpret, amend, revise, and delete these rules and regulations as it deems fit as well as its sole discretion in order to achieve the maximum benefit for the FAIR, its patrons and vendors. This agreement contains the entire understanding of the parties and no oral representation not contained herein shall be binding to the parties hereto. It is the vendor's responsibility to be knowledgeable of the Rules and Regulations and space rental standards which are a part of the Lease Agreement.

Details:

August 18th—21st

Wed 3pm—10pm
Thur-Sat 10-10

Spanish Fork
Fairgrounds
475 South Main
Spanish Fork

10 x 10
\$375 Handmade
\$400 Commercial
Corner +\$100
After July 1st +\$25

Must sit at Booth

Setup:

- Setup
Wednesday
August 18th
10:00 am
Must be completed by 3:00 pm

Take Down:

- Saturday,
August 21st
10:00 pm

Application Process

The application process is done either on the website, <http://www.littlebeecraft.com>, or via mail. Upon receipt of deposit, the FAIR will send the VENDOR a confirmation email notifying of acceptance. Booth locations are offered on a first come, first serve basis and at prevailing prices. All applications received after July 1st, 2010 will incur a \$25 late application fee. An application does not guarantee a space at the event. The FAIR reserves the right to deny any applicant and will accept a maximum of four (4) vendors that sell the same product. Once a VENDOR has been assigned a booth location there will be no changing of location allowed.

Booths

All booths are 10' x 10'. Booths in Section A do not require the vendor to supply their own tent. Booths in Section B do require the vendor to supply their own pop-up type tent. The FAIR does not provide any pop-up tents, tables, chairs or extension cords. All sales transactions must be confined to the leased space and VENDORS will not display signs, posters, brochures, advertisements, or solicit prospective customers in any location on the fairgrounds except within leased space.

The VENDOR is responsible to maintain a clean and clutter free booth space at all times. The VENDOR must leave the booth in the same condition it was in upon arrival. All signs must be approved by Little Bee.

“It is the vendor’s responsibility to be knowledgeable of the Rules and Regulations and space rental standards which are a part of the Lease Agreement”

Payment

A non-refundable \$200 deposit is due with the application. The remaining balance is due July 1st, 2010. Any VENDOR who does not pay the remaining balance by July 1st, 2010 will be charged a \$25 late fee in addition to the remaining balance.

Booth Fees

All Commercial Vendors \$400

All Handmade Vendors: \$375
Handmade means the product is made by the VENDOR.

Corner Booth: Add \$100

Late Fee if Application is received after July 1st, 2010: Add \$25

There are no discounts for Non-Profit Organizations or double booths.

Booth Hours

All booths must stay open from 4:00 pm – 10:00 pm on August 18th, 2010 and from 10:00 am – 10:00 pm August 19-21, 2010.

Parking

Each vendor will be given 2 parking passes (subject to change depending on parking limitations.) There will be no overnight parking on the grounds. Designated VENDOR parking will be provided at the area where all VENDORS are asked to enter the grounds.

Cancellation / Refunds

Because the FAIR will suffer certain losses that can not be determined, the deposit is non-refundable. Vendors who wish to cancel will forfeit all monies paid as of the date of cancellation.

The FAIR is not responsible for loss of sales due to inclement weather or excessive noise from the carnival, entertainment or other attractions at the Fairgrounds. Booth fees are non-refundable.

As the FAIR is providing the VENDOR a service, the VENDOR waives all rights to dispute any financial payments made including paypal and credit card transactions.

Set Up

Set Up begins at 10 am on Wed. August 18th, 2010. All booth construction must be completed no later than 3:00 pm Wed August 18th, 2010. A late fee of \$25 per day may be charged to any VENDOR whose exhibit is not in place and ready at the time the Fair officially opens each day. A \$25 fine will be charged to any VENDOR who removes items earlier than 10:00 pm the final night of the Fair. All VENDORS must check-in with the FAIR Staff and fill out all necessary paperwork before setting up booths . Paperwork must be completed by the VENDOR and no one else.

Take Down

No booth or portion thereof may be torn down or removed before 10:00 p.m. on the closing night of the event. The fairgrounds will be open at 10:00 p.m. after the close of the event for VENDORS to bring their vehicles onto the grounds once it has been deemed safe by Fairpark Management.

Electricity

Each 10' x 10' booth will be given one 110 volts of electricity which is included in the price of the booth. Any additional electrical needs must be discussed before July 1st, 2010 with the FAIR. The FAIR expressly denies responsibility for electrical failures, and any damage to equipment or property, caused by drops or increases in power supply, low voltage or power surges.

Insurance

The FAIR is not responsible for loss of exhibits during the Utah County Fair for any reason. The FAIR will have security during the day and at night. The VENDOR is responsible for insurance to cover any loss. Certain exhibits also require liability insurance. Even though security is provided, VENDORS are urged not to leave valuable merchandise in the booth overnight.

Animals

All Animals, except Service Animals, are prohibited in VENDORS's booth area.

Please remember that this event is for all age groups!



Sales Tax

A representative from the Tax Commission will be in attendance. The Utah State Tax Commission will issue at the event to the VENDOR a temporary sales tax ID number specifically for this event. It is the VENDORS responsibility to pay sales tax on all items sold and Little Bee will not be held responsible for unpaid taxes. If you have any questions please call the Utah State Tax Commission, Special Event Unit at (801) 297-6303 or (800) 662-4335 ext. 6303.

This is an exciting and wonderful event. Please remember that this event is for all age groups and there will be absolutely no selling of items dealing with obscenities, drug related material, knives or weapons of any sort, play or candy cigarettes, silly string (or spray), stink bombs, and cigarette lighters or any similar items of such nature. All vendors agree and accept that the FAIR maintain right of sole and final say to prohibit, without any right of recourse by the offending vendor, the sale or promotion of any item or event which the FAIR deems, in its sole discretion, to violate the standards of the event. We look forward to your attendance!

LAWS OF THE CITY, COUNTY AND THE STATE OF UTAH WILL BE STRICTLY ADHERED TO INCLUDING FIRE CODE.

Little Bee Craft Boutique Contract

You can also
sign up **ONLINE** at
www.littlebeecraft.com



Participant's Information

Owner Name _____

Name of Company _____

Email _____ Phone _____

Address _____

City _____ State _____ Zip _____

Website Address _____

About Your Product

Please Check a Category:

- Handmade
- Commercial

You must list each and every product you are selling or you will not be allowed to sell it.

Please tell us exactly what you will be selling:

Rental Selection

- | | |
|---|----------|
| <input type="checkbox"/> Handmade | \$375 |
| <input type="checkbox"/> Commercial | \$400 |
| <input type="checkbox"/> Corner Booth | \$100 |
| <input type="checkbox"/> Late Fee if after July 1st, 2010 | \$25 |
| Total | \$ _____ |



Agreement

I, the Vendor have read and agree to abide by the “Vendor Rules and Regulations”. (Make yourself a copy of the signed and dated “Vendor Rules and Regulations”. The original must be attached with your application).

Should the action of any VENDOR require the cancellation of the lease agreement during the time of the FAIR, the vendor will be required to move everything immediately upon notification to vacate the premises and will forfeit any lease fees.

Payment Information

Mail checks to:
Little Bee Craft Boutique
Attn: Tricia Fogg
13368 Tuscalee Way
Draper, Ut 84020

**You can fill out this application
and submit your payment ONLINE
<http://www.littlebeecraft.com>**

I have read and agree to all the rules and regulations of this show.

Signature _____ Date _____

Contact Information

For Questions or Concerns, please email us at:

littlebeecraft@gmail.com

For urgent needs, contact:

[Kendra or Tricia at 801-769-6067](tel:801-769-6067)

For Questions concerning the Utah County Fair:

<http://www.utahcountyonline.org>