

*“SEPTEMBER 16<sup>TH</sup> - 19<sup>TH</sup>, 2010”*

# *CONCESSION BOOK*

*158<sup>TH</sup>*

## *NIAGARA REGIONAL EXHIBITION*

*1100 NIAGARA STREET*

*WELLAND, ONTARIO*

*L3C 1M6*



Thursday, September 16<sup>th</sup> to Sunday, September 19<sup>th</sup>, 2010

**IMPORTANT NOTICE**

**A VALID "Certificate of Insurance" MUST be** submitted with the SIGNED contract in the amount of \$2,000,000.00 naming the **NIAGARA REGIONAL AGRICULTURAL SOCIETY** and /or **NIAGARA REGIONAL EXHIBITION** as the certificate holder. See **"INSURANCE"** for complete details.

The Concession Committee **MUST** approve ALL applications. Notification will be made by return of contract only. E-mail applications will not be accepted, without 50% deposit

**FULL PAYMENT must be in the NRE office by Friday, September 10<sup>th</sup>, 2010. Contracts NOT PAID IN FULL AFTER these dates will FORFIET THEIR DEPOSIT.**

**Cash and CHEQUES** will be accepted after Friday, September 15<sup>th</sup>, 2010.

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1. The Concession Committee MUST approve ALL applications. Notification will be made by return of contract only. No e-mail applications will be accepted without 50% deposit within one week.
2. **COSTS BEFORE JULY 1st, 2010: \$50.00 per day plus 5% GST ( minimum 3 days)**  
**COSTS AFTER JULY 1st, 2010: \$65.00 per day plus 13% HST (minimum 3 days)**
3. All booths are 10'x10' (foot) and include an 8-foot back drape and 3-foot side drape.
4. The booths are numbered 1 to 30.
5. Each booth will receive: **2** Concession Pass and **1** Parking Pass.
6. Access to a hydro outlet is available for all booths. Exhibitor is to provide the extension cord to reach the nearest hydro stand to their booth.
7. **No tables or chairs will be provided by the Niagara Regional Exhibition, but can be rented from the NRE.**
8. **Table cost are \$10. per day and chair cost are \$2.per day**
9. The **APPLICATION FOR CONCESSIONS CONTRACTS** allows for two choices for your booth **BUT** the final location will be at the discretions of the Niagara Regional Exhibition, a map will be included to select a space that is available.
10. To protect the tennis floor, **ALL** vehicles, trailers and machinery **MUST** have plywood beneath the wheels or trailer tongues. **NO** jacks are to be used under any vehicles without approval of the Concession Committee. Exhibitor is to provide any plywood for this purpose.
11. Public hours for the Building:

**THURSDAY: 4 PM to 10:00 PM.**

**FRIDAY: 10 AM to 10 PM**

**SATURDAY: 10 AM to 10 PM**

**SUNDAY: 12 NOON to 6 PM**

**NOTE:** Admittance for any displays in the building is 30 minutes before the public and **ONLY** by showing the guard their **CONCESSION PASS**.

#### OUTSIDE CONCESSION

1. The Concession Committee MUST approve all applications. Notification will be by returning the contract only. E-mails or Fax's will be accepted (**providing deposit is received within one week of receiving email or fax**).
2. Rates are for footage adjacent to asphalt driveway center aisles with a minimum of 10 feet.
3. **ALL** outside space MUST be purchased in **1-foot** increments.
4. Please allow for any clearance of trailers hitches, doors etc.
5. **NO STAKES** shall be allowed to be driven into pavement. Allow 10 feet for tent stakes.
6. No extra footage will be permitted for any purpose including moving into the location. Exhibitors are **SOLELY RESPONSIBLE** for reserving the proper amount of footage.
7. Any exhibitor who under estimates their outside footage or is unable to move-in to their location will be moved to an alternate location at the discretion of the Concession Committee **OR** may be removed from the fair with **NO REFUND** of any payment.
8. **NO GENERATORS WILL BE ALLOWED ON THE GROUNDS.**
9. The Welland Fire Department must approve propane tanks outdoors.  
Permanent booths will **NOT** be permitted. Food may be served from trailers, tents or removable wooden booth only.  
Any product or service not listed on the contract will **NOT** be allowed for sale.  
N.R.E. reserves the right to final approval of ALL products and service on the contract.  
All outside locations (except corner locations) will be placed at the discretions of the N.R.E. A map of available spaces will be included to see what space is left. Check the location of your space with the office before setting up. The N.R.E. will not be responsible if you set up in the wrong space  
Except for corner location, the Concession Committee has final selection of ALL outside locations.

10. Public Hours:

**THURSDAY: 4PM to 10 PM**  
**SATURDAY: 10 AM to 10 PM**

**FRIDAY: 10 AM to 10 PM**  
**SUNDAY: 12 NOON to 6 PM**

**NOTE: Vendors must have contract applications for the HEALTH DEPARTMENT completed and into the NRE, 2 weeks prior to event. (NRE will forward all applications to the Health Department.)**

<b>RATES FOR OUTDOOR CONCESSIONS ( Based per foot)</b>						
	<b>BEFORE July 1, 2010 + gst</b>		<b>AFTER July 1, 2010 + hst</b>		<b>PASSES</b>	
<b>Frontage</b>	<b>Rate (\$15 per ft. x 10 ft)</b>	<b>Corner Add \$50.00</b>	<b>Rate (\$15 per ft.x 10 ft) + \$15 late fee</b>	<b>Corner Add \$65</b>	<b>Concessions</b>	<b>Parking</b>
10-foot	\$150.00	\$200.00	\$165.00	\$230.00	2	2
15-foot	\$225.00	\$275.00	\$240.00	\$305.00	3	2
20-foot	\$300.00	\$350.00	\$315.00	\$380.00	3	2
25-foot	\$375.00	\$425.00	\$390.00	\$455.00	4	2
30-foot	\$450.00	\$500.00	\$465.00	\$530.00	5	2
35-foot	\$525.00	\$575.00	\$540.00	\$605.00	5	2

**NOTE: all rates listed above DO NOT include hydro or GST/HST (This is an extra charge.)**

**ADDITIONAL CONCESSION PASSES \$15 AND PARKING PASSES \$10 CAN BE PURCHASED AT THE OFFICE.**

**HYDRO AND WATER FOR OUTSIDE CONCESSIONS**

1. Please indicate the total maximum voltage and amperage required for your booth on the contract application.
2. Concessionaires are required to supply their own water hoses and hydro approved cable.
3. Hydro connections are to be made ONLY by the Niagara Regional Exhibition Electrician. We suggest that you use propane gas. NO GENERATORS WILL BE ALLOWED ON GROUNDS.
4. A charge is made to every exhibitor for lighting, connecting and disconnection with standard plug as follows:
  - a) 0 to 15 amps 115 volts single phase.....\$ 95.00 plus GST/HST
  - b) 0 to 20 amps 115 volts single phase.....\$120.00 plus GST/HST
  - c) 0 to 30 amps 115 volts single phase.....\$140.00 plus GST/HST
  - d) Over 30 amps 115/230 volts single phase..... \$180.00 plus GST/HST

**PUBLIC HOURS**

1. Public hours of the Fair:

**THURSDAY: 12 NOON to 10 PM**

**FRIDAY: 10 AM to 10 PM**

**SATURDAY: 10 AM to 10 PM**

**SUNDAY: 12 NOON to 6 PM**

**NOTE:** Admittance for any displays in the building is **30 minutes** before the public and **ONLY** by showing the guards, you are **CONCESSION PASS**.

**DELIVERIES**

1. **All** deliveries to Concessionaires must be completed by 10 AM.
2. **ALL** vehicles **MUST** be removed to parking lot by 10 AM.

**PARKING AND CONCESSION PASSES**

**Concession parking is available at the Niagara Street gate.**

1. Absolutely **NO VEHICLES** are to park inside the gates or on the actual fairgrounds.
2. The Niagara Regional Exhibition reserves the right to tow any vehicle **NOT** in the designated areas at the owner's expense.
3. All parking in the Concession Parking must have a **PARKING PASS** in the windshield on the dashboard, and a **CONCESSION PASS**.
4. Extra Parking Passes are \$10 each.
5. Extra Concession Passes are \$15 each.
6. All passes will be ready for pick on or after FRIDAY, SEPTEMBER 3<sup>rd</sup>, 2010. For your convenience, passes can be picked up the day of set-up at the fair.
7. The Niagara Regional Exhibitions will not replace lost or stolen Parking Passes or Concession Pass.

**MOVE IN**

1. TUESDAY, SEPTEMBER 14<sup>th</sup>, 2010: **9 AM to 5 PM**.
2. WEDNESDAY, SEPTEMBER 15<sup>th</sup>, 2010: **9 AM to 9 PM**.
3. All booths must be ready for the public by 12 noon Thursday, opening day of fair.
4. Except for display purposes, positively no trucks, vans or heavy equipment are allowed in building.
5. The Niagara Regional Exhibition **WILL NOT** be responsible if you set up in the wrong space.
6. **NO** "moving in" will be allowed after the Fair opens. **NO EXCEPTIONS** will be made to this rule AND any and/or all payment will be forfeited. **ABSOLUTELY NO REFUNDS**.
7. No Concession space is to be occupied until **PAID IN FULL**. The Niagara Regional Exhibition reserves the right to close and/or remove any space that has not made full payment.
8. Space not occupied by **2 PM, THURSDAY** of Fair week may be re-sold and **ALL** payment is forfeited. **NO** subletting of space is allowed.  
**Final location will be placed at the discretion of the Niagara Regional Exhibition.**

1. SUNDAY, SEPTEMBER 19<sup>th</sup>, 2010: **6 PM to 9 PM.**
2. MONDAY, SEPTEMBER 20<sup>st</sup>, 2010: **9 AM to 4 PM.**
3. **NO EXHIBITS CAN BE REMOVED BEFORE 6 PM SUNDAY EVENING!**
4. All food **MUST** be removed during this period and all garbage set out in the dumpster.
5. To obtain admission to the building or grounds for the removal of Exhibitor's property **AFTER** this period, please contact the **Office.**

## RESERVATIONS

1. To reserve your space, a **50%** deposit (of the total price) **MUST** be returned with the signed contract and **"Certificate of Insurance."** No applications will be accepted without your deposit and **"Certificate of Insurance."**
2. All reservations will be made by the date they are received in the Niagara Regional Exhibition Office.
3. Tables and chairs for inside concession can be rented from the NRE, please note this on your application if you require them. Costs are reasonable.

## PAYMENTS

1. Full payment must be in the Niagara Regional Exhibition office by **THURSDAY, JULY 1st, 2010 to avoid paying the HST.** Contracts **AFTER** this date will state the date full payment is due.
2. **CHEQUES** will be accepted as payment after **WEDNESDAY, SEPTEMBER 15<sup>th</sup>, 2010.**

**NOTE: CANCELLATION DATE: FRIDAY, AUGUST 13<sup>TH</sup>, 2010.**

Fifty percent (**50%**) of total payment will be refunded if notice of cancellation is received by the cancellation date.

## INSURANCE

1. A **VALID "CERTIFICATION OF INSURANCE" MUST** be submitted with the **"SIGNED"** contract in the amount of **\$2,000,000.00** naming the Niagara Regional Agricultural Society and/or Niagara Regional Exhibition as the certificate holder. (**"ABSOLUTELY NO ACCEPT IONS"**)
2. The Concessionaire **HAS** to contact their own insurance company with:
  - a) **Name of Event**
  - b) **Address of Event**
  - c) **Purpose of requiring the Certificate**
3. The certificate **MUST** be **VALID** and **COVER** the date of the current Niagara Regional Exhibition.
4. Any contract will be **NULL AND VOID** without a **"Certificate of Insurance"** and **ALL PAYMENT** will be forfeited.

## FIRE REGULATIONS

### Subsection 2.3.2 Textile Flammability – Flame Resistance of textiles

**Subsection 2.3.2.1 (1)** Drapes, curtains and other decorative materials, including textiles and films used in building, shall meet the requirement for a high degree of flame resistance as described in **NOTE 4** of Test Method 27.1 of CAN2-4.2. "Textile Test Methods," when such drapes curtains and other decorative materials are used in:

1. Any Group "B" occupancy
2. Any lobby or exit.
3. Any access to exit in a Group "A" occupancy and assembly occupancies with an occupant load of more than 100 persons.

Any open floor area in a Group “D”, “E” OR “F” occupancy exceeding 1500m<sup>2</sup>, except when the floor area is divided in to fire compartments not exceeding 1500m<sup>2</sup> in area and separated from the remainder of the floor area by a fire separation having a 1 hr fire-resistance rating.

## FLAMEPROOFING TREATMENTS

**Subsection 2.3.2.2.** Flame proofing treatments shall be renewed as often as required to ensure that the material will pass the match flame test in NFPA 701 “Standard Methods of Fire Test for Flame-Resistant Textile and Films.

## DIRECTIONS

- ❖ Q.E.W. to 406 South
- ❖ Watch for highway sign
- ❖ Turn right at the Merritt Road Exit
- ❖ Left at Niagara Street (stop lights)
- ❖ On the left side



## RULES AND REGULATIONS

In order to maintain a high standard for the Exhibition, the Concession Committee will monitor sanitation, appearance and other matters relating to the good name and management of the Concessionaires. Inside and out Concessionaires, must clean up their own garbage. **OUTSIDE CONCESSIONAIRES** are to place garbage in garbage bags and place in the garbage dumpster outside. **INSIDE CONCESSIONAIRES** are to place garbage in plastic bags and leave it in the aisle at the end of each day.

Concession spaces must be manned at all times. The Concessionaires must follow rules of good conduct set by the discretion of the Concession Committee. **Refusal to abide by the decisions of the Concessions Committee may result in the expulsion of the offending exhibitor from the grounds and the forfeiture of their rental fee. No exhibitor so expelled will be permitted to rent concession space at the Exhibition in the future.**

Exhibitors must confine all exhibit activities to within the limits of the space allotted to them. Sales people and demonstrators are prohibited from operating in the aisles and from extending their activities in such a way as to be a nuisance or interference to the public or to other exhibitors.

Undue noise made in the operation of exhibits or noisy or unseemly method employed in sales or demonstration activities will not be tolerated. All exhibitors must have an equal opportunity to conduct their own demonstrations without interference from their neighbours.

Exhibitors must take the risk of exhibiting their material and should they require their exhibits covered by insurance, they must give the matter their own personal attention. The Niagara Regional Agricultural Society will **NOT** be held responsible for theft or damage.

Exhibitors of machinery in motion or any other exhibits liable to cause and accident, death, injury or damage to personal or property being exposed to them, shall guard their exhibit and protect the public from coming in contact therewith. Exhibitors shall be answerable for all damage and all accidents and injuries to personal or property due to or caused by any negligence on their part or on the part of their workers or age. Exhibitors hereby agree to indemnify and same harmless, the Niagara Regional Agricultural Society (N. R. E.), it officers and agents from and against all claims, demands, costs, charges and expenses whatever which it may incur, suffer or be put to be reasons of any accident or death or of any persons or property suffering damage of injury through or by reason of anything done or omitted to be done by the exhibitor, his workers or agents while in possession of the said location.

The Niagara Regional Agricultural Society shall not be liable for any loss or damage sustained by the Exhibitor resulting directly or indirectly from the gates of Exhibition being closed for any reason at any time during the term of the contract.

To prepare their displays', Exhibitors' in the Exhibit Building will be allowed to enter the building 30 minutes earlier than the public hours and ONLY by showing the guard their **CONCESSION PASS**.

No harmful material (I.e. firecrackers) can be sold to the public.

EVENT NAME: Niagara Regional Exhibition	CORPORATE NAME:
EVENT DATES: September 16 to 19, 2010	LOCATION: 1100 Niagara Street, Welland, ON L3C 1M6
REPRESENTATIVE:	PHONE: Home: _____ Work: _____
Is this your first time participating in the special event? <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span>	
Are you an Out Of Region Vendor? <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span>	
<b>If yes</b> , provide a valid and recent health inspection report of their food premises (not less than 2 months) from the respective Regional Health Departments.	
Address of Where Food is Prepared:	
If Kitchen is Leased, Provide Name of Owner:	
Phone: (Work) _____ (Home) _____	
Dates and Times of Food Preparation at the Proposed Kitchen:	
Date: _____	Time: _____
Date: _____	Time: _____
Food Purchased At:	
Menu:	

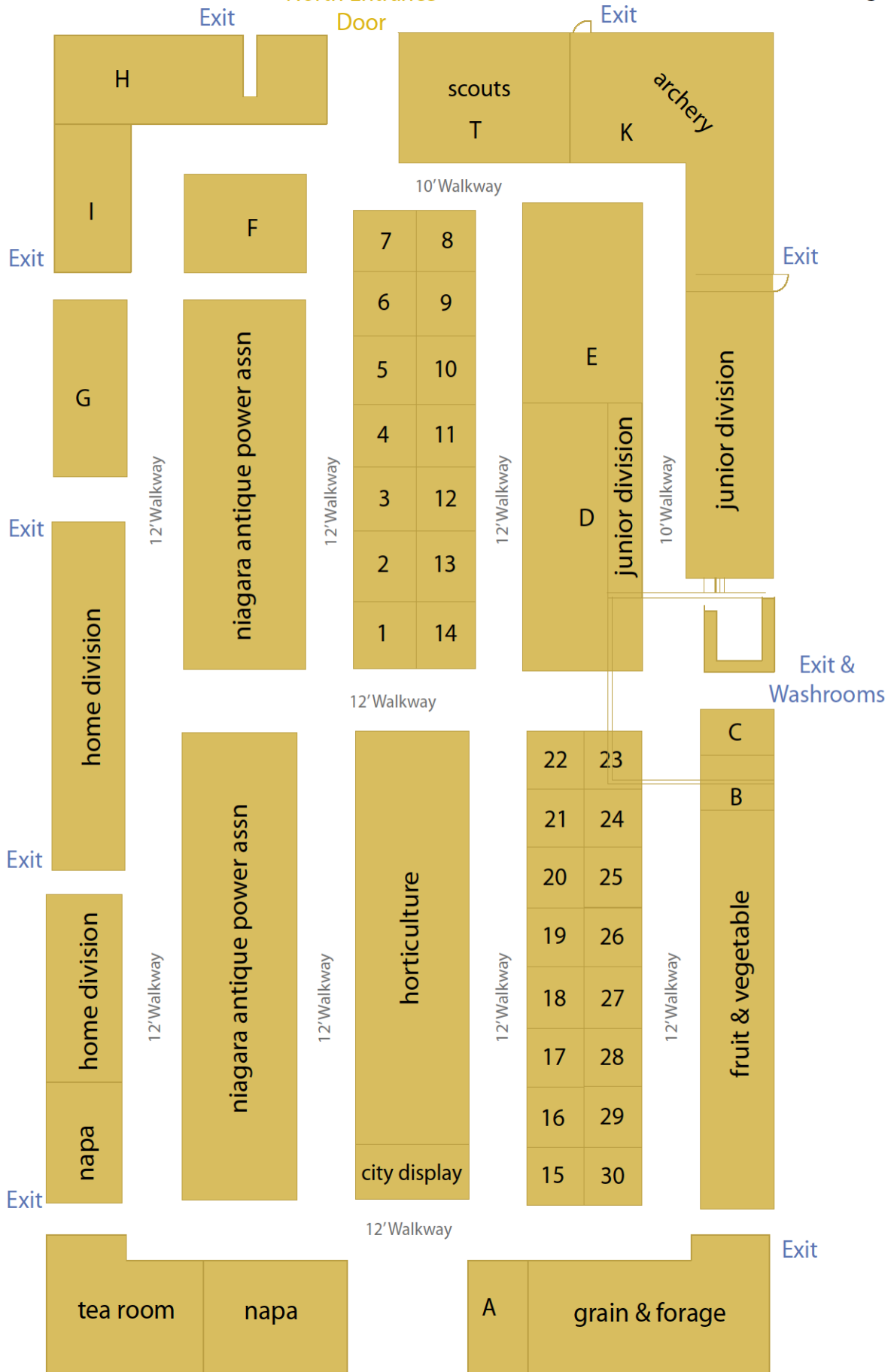




INSIDE CONCESSIONS

North Entrance Door

Building "A"



**Niagara Regional Exhibition**  
**1100 Niagara Street, Welland, ON L3C 1M6**  
**Telephone: (905) 735-6413 Fax: (905) 735-2317 E-mail: nreoffice@nre.ca**

**Detach Application page from book and mail or fax (See information above)**  
**The Concession Committee MUST approve ALL applications.**  
**Notification will be made by return of contract only. No e-mail applications will be accepted.**

Company Name:

Contact Person:

Mailing Address:

City:

Province:

Postal Code:

Telephone: (    )

INDICATE PRODUCTS/SERVICE:

NOTE: Any product and/or service  
 NOT LISTED on contract will NOT be  
 allowed.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Concession Committee reserves the right to final selection of ALL products and services for the contract.

CHECK HERE FOR INSIDE LOCATION: \_\_\_\_\_

Final location at the discretion of N.R.E.

FIRST CHOICE for Booth: Booth No. \_\_\_\_\_ SECOND CHOICE for Booth: Booth No. \_\_\_\_\_

CHECK HERE FOR OUTSIDE LOCATION: \_\_\_\_\_

Except for corner locations, final location at the discretion of N.R.E.

HEALTH DEPARTMENT approval is required before Food Vendors may operate.

ALL Food Vendors MUST complete the APPLICATION FORM FOR FOOD VENDORS.

Amount of Frontage  
 (number of feet)

Estimate maximum electric demand in volts and amperage.

Volts

Amps

NO GENERATORS WILL BE ALLOWED.

NOTE: A contract CAN NOT be mailed if this section is not completed.

I have carefully read and agree to oblige to ALL Concessions Rules and Regulations and I agree to submit a  
 "Certificate of Insurance" in the name of the Niagara Regional Agricultural Society (Niagara Regional Exhibition) for  
 \$2,000,000.00.

Exhibitor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# NIAGARA REGIONAL EXHIBITION OUTSIDE CONCESSION MAP

