

## **KANKAKEE COUNTY FAIR & EXPOSITION INC. RULES & REGULATIONS**

**INSURANCE:** All insurance certificates must be furnished to the Concession Manager prior to the start of the Fair. Any exhibitor/vendor not showing proof-of-insurance will be charged an additional \$80.00 per unit for coverage to be purchased through the Fair Office.

**ELECTRIC RATES:** Price includes one 110 volts hook-up. 220 volt and additional 110 volt hook-ups will carry a \$30.00 charge. (Additional voltage hook-ups are not available on INSIDE SPACES.)

**WATER:** Limited water hook-ups are available. Be prepared to hook in with another concessionaire. Concessionaires supply their own food grade water hoses and connectors.

**TERMS:** A non-refundable deposit of 50% is to be paid here-in and the balance, if any, is to be paid prior to the start of the fair. **NO CHECKS WILL BE ACCEPTED AFTER JULY 15 CASH ONLY!!** There will be a \$25 charge on insufficient checks, no refunds will be made of any kind on any and all cancellations.

**PARKING/DELIVERIES:** Concessionaires receive a vehicle sticker if needed for deliveries. NO PARKING is allowed on or near the concessionaires' site. Concessionaires must park in the **General Parking**. **NO VEHICLES ARE ALLOWED IN THE EXHIBIT AREA AFTER 10:00 A.M.** Deliveries to your concession or exhibit **MUST BE MADE BEFORE 10:00 A.M.** please inform your distributors.

**CAMPING:** \$120.00 per space - Tuesday thru Sunday. There will be a \$20.00 charge for each additional night. If space is requested either note on last page of contract or notify fair office prior to fair due to limited spaces available.

**GATE PASSES:** Each exhibitor receives four season passes per contract. Up to four more passes may be purchased at a \$15.00 rate at the fair office. Daily passes are available for \$8.00 each with a limit 15 per contract. All passes must be picked up at the fair office on Monday or Tuesday prior to the fair. **Anyone arriving Wednesday morning without passes will be charged a nonrefundable gate charge.**

**MOVE-IN TIMES:** Inside exhibits-Expo Center hours for set-up will be from 9:00 A.M. to 5:00 P.M. on Monday and Tuesday prior to opening day of fair. Outside exhibits can move in and hook-up on Monday or Tuesday prior to opening day of fair. Fair Electrician will not be available until Monday morning for all direct wire requests. All inside and outside exhibits and concessions **MUST** remain in place, open and manned, and operating through 10:00 p.m. on Sunday final day of fair. **FAILURE TO DO SO MAY FORFEIT FUTURE CONTRACTS.**

### **EXHIBIT HOURS:**

**OUTSIDE** - must be open by 12:01 p.m. all five days and not closed before 10:00 p.m.

**INSIDE** - Building hours are as follow: Wednesday and Thursday 12:00 to 10:00 PM, Friday 12:00 to 11:00 PM, Saturday 10:00 to 11:00 PM and Sunday 10:00 to 10:00 PM

**REFUSE REMOVAL:** Concessionaires and Exhibitors are responsible for keeping their respective areas looking clean at all times. Building exhibitors are to sweep their booths clean into the aisles each night and remove all trash at closing. Outside vendors should bag their own garbage and take it to the designated area. (Please use minimum 3ml Bag.) This should be done periodically throughout the day and at closing each night. Boxes should be broken down and disposed of in the same manner. Keep the front of your stand free of garbage at all times by keeping it behind your stand until you remove it to the designated area.

**PLEASE REFRAIN FROM USING THE GARBAGE CANS SET OUT FOR THE FAIR PATRONS.**

**SUPPLY VEHICLES:** Supply vehicles will be allowed to park in areas behind concession lines where space is available. (Vendor does NOT own the space behind his/her trailer). If adequate space is not available, a remote location will be assigned to your supply unit.

**OUTSIDE CONCESSIONAIRES:** The following points are imperative for your participation in the Kankakee County Fair:

Trailer **MUST** have professional vinyl skirting. NO fringe banners/produce banners, or posters may be used.

Trailers should have removable hitches or professional skirting to conceal hitch.

LP gas tanks and soft drink canisters **MUST** have hoses long enough so that canisters can be stored in the back of the stand and concealed with professional tent screening or attractive fencing.

Only food grade (white) water hoses will be allowed. **NO GREEN OR BLACK VINYL.**

All signs **MUST** be attractive and professionally painted. Signs displayed perpendicular to the trailer or hung from an awning must have a minimum clearance of seven (7) feet.

All jacks and jack-stands **MUST** have footpads.

All tents on asphalt **MUST** be free-standing and have pads placed under tent poles. **NO STAKES WILL BE ALLOWED IN ASPHALT!! Violators will forfeit all moneys and will be removed from the Fairgrounds!!**

Any damage done to asphalt will be assessed by the Fair board and charged to concessionaire.

**INSIDE CONCESSIONAIRES:** The distribution of Helium filled balloons will NOT be permitted inside the Expo center building.

**The sale of laser lighted pointer devices, "stink bombs", pellet guns, "look-a-like" handguns, switchblades, fireworks, smoke bombs, and snaps (popppers) is strictly prohibited.**

SPECIAL NOTES:

**NO PETS (of any kind) are allowed on the fairgrounds except leashed in the campgrounds.**

No checks will be accepted after July 15, CASH ONLY!

In accordance with the ILLINOIS CHILD LABOR LAW [820 ILCS 205/7(1)] no minor child under the age of sixteen (16) years shall be permitted or allowed to work for any Lessee on or about the leased premises.

Signs or advertising matter of any kind deemed objectionable by the fair may be removed, without liability for damage thereof, by the fair.

Obstructing of visitors' passageways, use of public address systems recorders, gongs, bells or any other objectionable devices or methods of attracting attention shall not be permitted.

Sound equipment **WILL NOT** interfere with other concessionaires or vendors.

Exhibit and all advertising are restricted to exhibit area only. You must remain inside your designated space.

The Fair will provide nighttime security. All outside tents and trailers should be secured as best as possible by the owner. Items left in the tents and buildings are at the risk of the owner. The Fair will do its best to see that nothing is disturbed.

If the Concession Manager decides along with the Concession Committee that a concession or exhibit is not in the keeping with the best interest of the fair, the concessionaire/exhibitor may be ordered to leave premises without refund.

Please do not short yourself on space – because if the space is not big enough, you will be moved to whatever might be available. If it is not satisfactory and you chose to leave there will be no refund. **OVERHANGS, AWNINGS, AND GUIDE ROPES ARE CHARGEABLE FOOTAGE!!!**