

**NOT-FOR-PROFIT FOOD VENDORS RENTAL AGREEMENT  
HAMILTON COUNTY 4-H FAIR  
JULY 18 - 22, 2024**

No contract accepted after July 12, 2024

NAME OF ORGANIZATION \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

MAILING ADDRESS OF BUSINESS \_\_\_\_\_

PHONE NUMBER (Business) \_\_\_\_\_ (Home) \_\_\_\_\_

EMAIL \_\_\_\_\_

**MENU** – Please list all menu items \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

FIRE EXTINGUISHER NEEDED? \_\_\_\_\_ YES \_\_\_\_\_ NO WHAT KIND? \_\_\_\_\_

**FOOD COURT DISPLAY AREA**

4-H/Extension related group	20' x 20' = \$190.00
Non 4-H/Extension related group	20' x 20' = \$300.00

**ELECTRICITY**

Each commercial display area will have access to one 110 volt electrical outlet with 500 watts (4.5 amps). Any other voltage and/or higher amps needed above this basic service will require extra wiring by the 4-H Fairgrounds Electrician. The vendor requesting the additional service must pay a charge of \$30.00 for each additional circuit installed. The Commercial Tent Committee will need to know of these extra service requests by July 5, 2024 in order to forward requests to the electrician. Any requests received after that date will be assessed a \$15.00 late fee in addition to the regular charge. Exhibitors will need to furnish their own extension cords (unless it is over 50 ft. to the outlet source). All receptacles are ground fault protected to comply with National and local electrical codes. All appliances/equipment must have 3-wire grounded cord and may be inspected by the 4-H Fairgrounds Electrician. If any appliance/equipment causes the circuit to be interrupted repeatedly, the vendor will be asked to repair, replace or remove that piece of equipment.

**TERMS OF AGREEMENT**

- **NO ALCOHOLIC BEVERAGES PERMITTED ON THE HAMILTON COUNTY 4-H FAIRGROUNDS DURING THE 4-H FAIR. NO SMOKING PERMITTED IN ANY BUILDINGS.**
- All renters are responsible for their own set-up, tear-down, and clean-up of all areas used.
- **Grease disposal - 5-gallon container of grease can be dropped off at the Household Hazardous Waste. \*\*\***
- **Charcoal disposal - let cool in metal trashcans, then proper disposal is in the dumpster.**
- All renters are responsible for bringing tables, chairs, extension cords, etc. for their booth.
- **Heavy duty tent stakes are recommended to secure personal tents.**
- **All vendors will clear the 4-H Fairgrounds of all trailers, machinery, equipment, etc. by Sunday, July 28, 2024 or equipment will be towed at owner's expense.**

- Parking and admission for the Hamilton County 4-H Fair are free. No exhibitor passes will be distributed. **Parking is first come-first served in designated areas only. If you need transport help, call 317-776-0854.**
- The Hamilton County 4-H Council, Inc. reserves the right to assign food vendor spaces.
- All menus submitted will be reviewed by the commercial tent committee to insure there are no duplications and that all items sold are on the list approved by the Hamilton County 4-H Council, Inc.
- **In compliance with health codes, all food vendors must prepare/store their materials in their designated rented area. Storage in the food trailer and food preparation in the Homemaker Kitchen will be permitted when available and prior arrangements have been made.**
- **All cook tents must be 10' or more from the serving tent for safety.**
- All vendors must follow best sanitary practices and current food guidelines of the Health Department.
- Commercial exhibitors agree to staff their food booth during the following recommended hours:

Thursday, July 18	10:00 a.m. – 9:30 p.m.
Friday, July 19	10:00 a.m. – 9:30 p.m.
Saturday, July 20	10:00 a.m. – 9:30 p.m.
Sunday, July 21	12:00 noon – 8:30 p.m.
Monday, July 22	12:00 noon – 7:00 p.m.

**\*\*NOTE:** Food Vendors have the option to arrive earlier and stay later each day. Food vendors have the option to open on Wednesday, July 17, for livestock check-in and various pre-fair activities. Suggested hours would be 12:00 noon to 8:00 p.m. Food vendors have the option to remain open on Tuesday, July 23, for the Livestock Auction from 4:00 – 7:00 p.m.

- No knives, firearms, combustible materials, drug or alcohol products may be sold or displayed at the Hamilton County 4-H Fair.
- No spray string, noise makers, or balloons may be used as a part of a display, given away, or sold at the Hamilton County 4-H Fair.
- No personal golf carts allowed on the 4-H grounds.
- Each exhibitor/vendor must have a certificate of insurance on file with the **Hamilton County 4-H Council, Inc. and Hamilton County Board of Commissioners.** Vendors will not be permitted to exhibit unless the certificate is on file. NO EXCEPTIONS.
- Each vendor assumes liability for any loss arising from activities in the Food Court Area, and will indemnify the Hamilton County 4-H Council, Inc. from any liability for such loss.
- Groups failing to abide by the above rules and guidelines outlined in the “Exhibitors and Interested Persons” letter will forfeit their commercial space during the Hamilton County 4-H Fair.

The Hamilton County 4-H Council is under the legal authority of the Director of Extension at Purdue University.

*It is the policy of the Purdue University Cooperative Extension Service that all persons have equal opportunity and access to its educational programs, services, activities, and facilities without regard to race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, disability or status as a veteran. Purdue University is an Affirmative Action institution. This material may be available in alternative formats*

By making this application, I/we agree to the terms and conditions concerning commercial space.

Signature of person reserving space \_\_\_\_\_ Date \_\_\_\_\_

#### **PAYMENT**

Please make check payable to: **HAMILTON COUNTY 4-H COUNCIL, INC.**

Return application, rental fee and Certificate of Insurance to:

<p><b>HAMILTON COUNTY 4-H COUNCIL, INC.</b>  <b>2003 Pleasant Street</b>  <b>Noblesville, Indiana 46060-3697</b></p>
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