

Lakefield Agricultural Society
25 William Street, Lakefield, Ontario
PO Box 1444, Lakefield Ontario, K0L 2H0
Email:cookefamily@nexicom.net

To: Interested Vendors for Lakefield Fair

Date/Hours: Saturday July 26th 2025 11am-11pm
Sunday July 27th 2025 11am-6pm

LAS Committee Members: John and Elura McConkey, Ralph Cooke, Kim Cooke
(Secretary/Treasurer)

Passes: Food Vendor space includes 4 weekend passes; Non-Food vendors space includes 2 weekend passes. You may purchase additional weekend passes at \$15.00 each. Passes will be available in the office once FULL payment is received.

Insurance: We require each FOOD VENDOR to carry current 2025 Public Liability Insurance. Proof of insurance MUST be attached to contract.

Health Unit Special Event Permit: Each food vendor is required to complete a Special Event Form for the health unit. Please complete and return to health unit 2 weeks prior to event. To be obtained from the Health Unit on their website.

Set Up/Tear Down: All booth space shall be setup prior to 9:00 am Saturday July 26th.
NO BOOTH SHALL BE REMOVED FROM THE GROUNDS PRIOR TO THE CLOSING OF THE LAKEFIELD FAIR AS OUTLINE ON THE VENDOR CONTRACT, UNLESS DIRECTED BY LAKEFIELD AGRICULTURAL SOCIETY.

Application: Enclosed is a contract for your consideration. Please email or mail application to cookefamily@nexicom.net, Lakefield Fair, PO Box 1444, Lakefield, Ontario, K0L2H0

Payment: We require FULL PAYMENT upon acceptance of your application to reserve your spot. Payment can be made to the Lakefield Agricultural Society via
Cheque payable to the Lakefield Agricultural Society.

Weather: Lakefield Fair is a rain or shine event, no refunds will be given with the exception of 50% Refund will be issued if the Lakefield Ag. Society cancels the event due to extreme weather conditions.

Lakefield Fair Vendor Space

Terms and Conditions

1. All concessions must be open to the public for the days and hours stated on the application. Under no circumstances may booths be closed during the fair unless closed by Health Unit/other licensed inspectors/Lakefield Agricultural Society.
2. The vendor agrees to sell only those products or services declared on this approved application. The Lakefield Agricultural Society must approve any changes or additions prior to the fair.
3. All food vendors agree to maintain a clean premise and observe sanitary food handling practices. **All food vendors are REQUIRED to complete a Special Event form for the Health Unit 2 weeks prior to the event. Failure to do so will result in inability to setup/operate at the fair.**
4. The following criteria must be met by all food vendors:
 - a. Beverages must be sold in plastic or paper cups or cans. No GLASS.
 - b. Working Inspected Fire Extinguishers must always be supplied by the vendor and accessible in all food booths.
 - c. Lakefield Ag. Society will provide clear garbage bags in all garbage bins, if your booth has excess garbage you must provide **clear** bags.
5. The Lakefield Agricultural Society reserves the right to reject, prohibit or remove exhibits or any part thereof, and /or expel exhibitors or their personnel.
6. All electrical, extension cords, equipment, devices, and appliances must be in accordance with the Electrical Safety Standards.
7. The vendor committee of the Lakefield Agricultural Society may inspect the site at any time and make recommendations if needed. Any inspections from Health Board, ESA, TSSA (if applicable) and their recommendations must also be adhered to. If any one of these inspectors has shut down your site, no refund will be provided and you will not be able to operate until the site has passed inspection.
8. Vehicles, whether car or truck, must be parked in designated spots. A parking convenience fee will be charged by the committee if vehicles wish to park at their site. This will be determined at the time based on size of vehicle.
9. No Knives, drug paraphernalia, laser pointers, fake cigarettes, lighter/or smoking devices, stink bombs, cap guns, firecrackers or any other explosive devices to be sold.
10. Dog/Pet Policy- Pets are NOT allowed entry to the fairgrounds. Licensed dog guides and service animals are welcomed.

11. No vendor space will be closed, vacated or removed until Sunday at 6 pm, unless directed by the committee.

12. Vendors agree to hold the LAS harmless from all liability arising of the vendor's occupancy of the fairgrounds. While all precautions will be taken to guard against loss of equipment or display material, the LAS will NOT assume any responsibility of losses that may be incurred from pilfering, water damage, fire, accidents, electrical or any other cause. Exhibitors are advised to insure their own goods against any such loss. Security is not provided the LAS.

13. The LAS wishes to work and co-operate with all vendors and visitors in order to provide an accident and injury free Fair. Lakefield Agricultural Society has the right to close any concessionaire for not obeying this contract and their fees will not be refunded.

14. Any tents over 160 square feet will require building permits from the township.

15. All vendors handling food are required to have their current Food Handlers Certificate and they must be posted.

16. If payment has not been received by the end of the first day, then you will not be allowed to open the next day UNTIL FULL PAYMENT has been made.

17. Only 2025 applications will be accepted.

Lakefield Fair
Vendor Contract

Business: _____

Applicants Name: _____

Email: _____

Phone: _____

Address: _____

City/Postal Code: _____

Description of Goods:

Item	Total
Vendor Space \$6.00/ linear foot	
Extra Weekend Passes # X \$15 per pass	
Hydro Hook Up \$25 per 115volt plug \$50/ 40 amp plug	
Prepared Food/Beverage Application Fee Credit (returned at the end of the fair if area is left free of garbage/debris)	\$25.00
Prepared Food/Beverage Garbage Disposal Fee	\$20.00
HST (13%)	
Total	

Declaration: I herby agree to comply with all the terms & conditions set out in this application.

Name: (print) _____ Date: _____

Signature: _____

Committee Acceptance Yes/ No

Signature