





## Unionville Community Fair, Inc.

BOX 298, UNIONVILLE, CHESTER COUNTY, PENNSYLVANIA 19375

Chester County's Largest Display of Community Products  
[www.ucfairinc.org](http://www.ucfairinc.org)

### **The Unionville Community Fair, Inc Vendor Information and Regulations**

1. **Set-Up Hours:** Friday & Saturday from 7:00am-8:30am, and Sunday 8:00am-9:30am **(There will be no exceptions)**  
All vehicles **must** be moved to designated exhibiter parking area by 9:00am Friday & Saturday, and on Sunday by 10am.
2. **Removal of Display(s):** Booths/Canopies/Tents must remain in place during all hours of operation. Vendors have the right to close shop/or remove sale items at their discretion. The Fair will not be held responsible for any booths left unattended. Absolutely NO vehicles are permitted on the Fairgrounds during Fair hours of operation. If a vendor ceases operation prior to the close of the Fair, they are required to manually haul supplies to vendor parking area. Assistance may be available through the Fair Office depending on availability of Fair volunteers.
3. **Care of Vendor Space:**
  - Vendor shall maintain and care for occupied show space and are responsible for disposal of all trash. Trash containers are available throughout the fairgrounds.
  - Booths may remain in place overnight at the Vendor's discretion. The Fair has overnight security, but can not be held responsible for damage or theft of Vendor property left on grounds overnight.
  - Vendors are not permitted to sell, distribute information or solicit fairgoers outside of their rental space.
  - All signage must be authorized by the Unionville Community Fair.
  - Any unauthorized signage will be removed.
4. **Subletting Space:** No space shall be sublet.
5. **Security:** Will be on duty throughout the event. However, The Unionville Community Fair, Inc. cannot be responsible for any damaged or stolen property/merchandise/exhibit items.
6. **Vendor cancellations:** NO REFUNDS will be made for cancellations.
7. **Copies of Application:** Copies are available at [www.ucfairinc.org](http://www.ucfairinc.org) and may be downloaded at your convenience as needed.
8. Vendors are responsible for providing their own tables, chairs, and cover.

#### **Special Note:**

Accepted vendors will not be allowed to use the name "The Unionville Community Fair, Inc." or any of The Unionville Community Fair logos on their products without written permission from The Unionville Community Fair Board of Directors.

#### **Hold Harmless Clause:**

Vendor, its officers, and members shall hold harmless and defend The Unionville Community Fair, Inc. and its agents, officers and volunteers from all liability, judgments, suits, costs and actions, including attorneys' fees and all costs of litigation of every kind and description brought or rendered against The Unionville Community Fair, Inc. as a result of loss, damage, or injury of persons or property by reason of any act or failure to act by its officers, members or volunteers.

**For further information contact:** Dave Lichter at [dave.lichter@ucfairinc.org](mailto:dave.lichter@ucfairinc.org) or by mail at The Unionville Community Fair, Inc P.O. Box 298, Unionville, PA 19375



# Unionville Community Fair, Inc.

BOX 298, UNIONVILLE, CHESTER COUNTY, PENNSYLVANIA 19375

Chester County's Largest Display of Community Products  
www.ucfairinc.org

## Non-Profit Vendor Information-Agreement of Understanding

I/We will sell/exhibit the following items: \_\_\_\_\_  
\_\_\_\_\_

Please enclose photographs, brochures and/or slides of your work. These will be returned after exhibitor selections and space assignments are made. A committee will review your application; therefore, it is important that the content of the item(s) of which you are promoting be completely represented. We reserve the right to remove any items not listed on your application.

I/We are enclosing our check, payable to The Unionville Community Fair, Inc. P.O. Box 298, Unionville, PA 19375, Attn: Dave Lichter, in the amount of \$\_\_\_\_\_ which represents full payment for indicated space(s). It is understood that if I/we are not selected as a vendor assigned space, our check will be returned.

I/We have read and understand the VENDOR INFORMATION AND REGULATIONS that are a part of this contract and acknowledge that I/we may not cancel this contract once space is assigned.

Date: \_\_\_\_\_, 20\_\_\_\_

Organization/Company Name: \_\_\_\_\_

Tax Exemption # or Proof of Non-Profit Status (attached) \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone / Cell: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

**Applications must be received by September 15, 2011.**