

HARWINTON AGRICULTURAL SOCIETY

*SPONSORS OF*

**Harwinton Fair**

*Since 1853*

***Harwinton Connecticut 06791***

Lisa S. Briotti

April 2, 2020

95 Allen St

Terryville, CT 06786

Dear Concessionaire,

**For 2020 the dates of the Harwinton fair are October 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup>. Friday's hours will be 4pm to 9am with the main Exhibition building open until 9pm. Saturday we will be open 8am to 8pm. Sunday we will be open 8am until 5pm. Vehicles are not allowed on the midway's while the Fair is opened to the public.**

**For this year any deposits made will be refunded if we are under a mandated closure from the State of Connecticut due to the COVID 19 coronavirus.**

If we correspond by USPS find enclosed two copies of your applicable contract for the Harwinton Fair and the rate schedule. If we do business via email, I must have the signed contract, the check for the total amount and the certificate of insurance no later than August 31. If you are not planning on being with us this year, we would appreciate you letting us know by August 1.

It is important to note that we require a CERTIFICATE OF INSURANCE (COI) with \$300,000.00 minimum, including **Product liability**, naming the Harwinton Agricultural society as **additional insured**. The COI is executed by your agent or authorized representative, NOT by the concessionaire. COI must be received no later than ten days prior to the fair. No vendor will be allowed to open for business without proof of coverage. The Harwinton Agricultural society has a blanket coverage policy available to those who wish to be covered under our insurance for \$75.00. If you have a Connecticut Sales Tax Number, please include it in the appropriate blank at the bottom of the contract. PLEASE direct the issuer to mail the certificate to me at the address above or mail to my email.

The Torrington Area Health District requires all Food Vendors to apply for a "Temporary Food and Beverage License." Vendors who fail to apply 10 days in advance are subject to a \$100.00 fine plus the cost of the food license. If you fail your inspection you can not open for business until cleared by TAHD.

The Superintendent of concessions has determined that each vendor will receive no more than 4 passes with some exceptions. It is up to the concessionaire to distribute these passes at their discretion. **If you would like your passes mailed prior to the fair week, please send me a self-addressed stamped envelope and I will send them to when I get them.**

**Nonprofits must have a Federal certificate stating your classification.**

Setup days are the Thursday and Friday prior to the fair start time. Early hook up is \$25.00

Please return a copy of the contract with your signature, **full payment of rental fee** and insurance certificate to be before August 1 to insure your space. Make checks payable to **The Harwinton Agricultural Society or HAS**

Sincerely,

Lisa S. Briotti

Superintendent of Concessions

[www.harwintonfair.com](http://www.harwintonfair.com) or 860-307-1925, **please note my new email address is [concessions@harwintonfair.com](mailto:concessions@harwintonfair.com)**