

Harwinton Agricultural Society
150 Locust Road
Harwinton, CT 06791

Sponsors of the Harwinton Fair
Since 1853

April 2023

Dear Concessionaire,

The 2023 Harwinton Fair is October 6th, 7th, and 8th. Friday's hours will be 4–9 pm with the Main Exhibition building open until 9 pm. Saturday 8 am– 9 pm and Sunday 8 am–5 pm. Vendors shall be in the booths from opening to closing each day. Vehicles are not allowed on the midways while the Fair is opened to the public.

If we correspond by USPS you will find enclosed two copies of your contract for the Harwinton Fair and the rate schedule. If we do business via email, we must have a 25%, non-refundable, deposit and signed contract by July 1st. The final payment, payment for additional tickets and a certificate of insurance are due no later than August 31st.

It is important to note that we require a Certificate of Insurance (COI) with a \$1,000,000 product liability, naming the Harwinton Agricultural Society as an 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 \$100.00. PLEASE direct the issuer to mail the certificate to us at the address above or mail to our email: concessions@harwintonfair.com

If you have a Connecticut Sales Tax Number, please include it in the appropriate blank at the bottom of the contract.

The Torrington Area Health District requires all Food Vendors to apply for a "Temporary Food and Beverage License." If you fail your inspection you will not be open for business until cleared by TAHD.

NEW: Each vendor will receive for every five feet one ticket with a minimum of two tickets being given to a booth. For example if you have a 25' space you will receive 5 tickets free. If you need additional passes you may purchase them at \$5 a ticket. Please send the check for additional tickets with your final payment, including a note of how many additional tickets you will require. If you would like your passes mailed to you prior to the fair weekend, please send a self-addressed stamped envelope and we will send them to you, as soon as they are available.

Nonprofits must have a Federal certificate stating your classification.

Setup is the week of the Fair. Hook-up prior to Thursday is available for a fee of \$30.00.

Please return a copy of the contract with your signature and deposit for rental prior to July 1st to secure your location. Make checks payable to: The Harwinton Agricultural Society or HAS.

Sincerely,

Frank Flood, Food Concessions
Barbara Breor, Retail/Merchandise Concessions
Superintendents of Concessions