



2024 Barrie Fair Vendor Application

Thursday August 22nd-Sunday August 25th, 2024

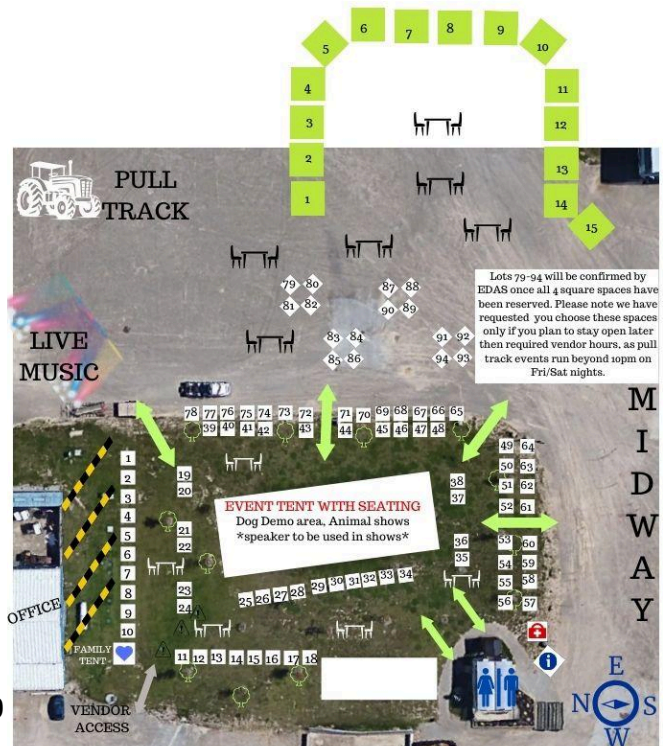
Thank you for your interest in joining the Barrie Fair, we welcome all artisans, makers, handcrafters, artists, food trucks, commercial vendors and businesses to apply. With each passing year, our attendance grows, as we welcome over 20,000 guests entering the gates throughout the weekend. The Barrie Fair is located on The Essa & District Agricultural Society grounds, this is an OUTDOOR agricultural event, please plan and prepare accordingly. We have semi-indoor vendor spaces available, with access to 15-amp service only, located in Barn 1 (Standard) and Barn 2 (Kids Zone), these spaces are still exposed to the weather.

Also, our expanded outdoor businesses, vendors and artisan area with 75+ spaces available.

2024 Barrie Fair Dates	Public Fair Hours	Mandatory Vendor & Food Truck Hours	Mandatory Artisan Hours
Thursday August 22	4:00pm-11:00pm	4:00pm-9:00pm	
Friday August 23	10:00am-11:00pm	11:00am-9:00pm	11:00am-8:00pm
Saturday August 24	9:00am-11:00pm	10:00am-9:00pm	10:00am-8:00pm
Sunday August 25	9:00am-6:00pm	10:00am-5:00pm	10:00am-5:00pm

Initial Mandatory hours require your booth to be prepared, open and staffed for the duration, by submitting your application you are committing to the listed hours of business. If you are needing to restock your goods, please do so prior to opening hours. It is recommended to bring lighting for your booth, especially for outdoor spaces. Vehicles will NOT be allowed to enter the grounds once open to the public.

Vendors are encouraged to be open for the entirety of the fair each day, and welcome to arrive early or stay late outside of mandatory hours.





VENDOR CONTACT INFORMATION

Company Name:

Contact Name(s):

Address, City, Postal Code:

Contact Number(s):

E-mail:

Website/Socials:

Description of Products/Services:



GENERAL RULES FOR BARRIE FAIR

Initial This is an OUTDOOR event, and despite any changing weather conditions you will not be permitted to move inside if you did not originally purchase a barn lot. Over the years the fair weekend has seen all types of weather from extreme heat, wind which moves the dust around forcefully, excessive rain and also cooler temperatures – please prepare for anything.

1. The Barrie Fair vendor application is neither an offer, nor guarantee. Only fully completed application forms will be considered for approval.
2. Applications are reviewed on a first-come, first-served basis using the following criteria: quality, diversity, demand and fair history.
3. A detailed list of products you wish to sell/display must be provided on your application. If approved, only the list provided in the application will be permitted. Any changes to the list must be submitted prior to the fair dates and approved by the EDAS.
4. Under NO circumstances can a vendor change their lot location without approval by staff or the EDAS. Doing so will result in removal from the fairgrounds. Please be sure of your choice when applying and reference the Barrie Fair maps provided on our website. Subletting is not available and will also result in immediate removal from the fairgrounds.
5. No vendors are permitted to stay in the fairgrounds overnight. If you are from out of town and wish to stay in your trailer on site – please contact the EDAS and arrangements may be possible to stay on site for a fee – if space is available.
6. Consistently arriving late or attempting to restock during fair hours will be considered a breach of your contract and you will be asked to vacate the fairgrounds. Please avoid disrupting your fellow vendors and ensure you are ready to fully commit to this event.
7. **Initial** Vendors setting up a tent (this is highly recommended even within barn locations) are responsible for complete set up and must ensure proper blocks/weights/stakes are used to secure their tent/displays/signage/chairs. Vendors are required to supply their own setup equipment (stakes, ropes, ladder, weights etc.) **Please note the wind can be surprisingly strong across the fairgrounds since we are on a large open property. Prepare your vendor area with safety in mind. Pop-up signage or advertising outside of your vendor space must be pre-approved by fair organizers.
8. No roaming vendors. Please do not leave your booth to attract customers, let customers come to your pre-assigned vendor space. Surveys, sales and demonstrations are to be conducted only in the space provided. Unless pre-approved by EDAS.



9. No alcohol is permitted (exceptions apply for sample vendors). There is no smoking/vaping permitted in or around your vendor lots. No amplified sound is permitted from any vendor unless pre-authorized in writing by EDAS. Please be mindful and courteous to others.
10. For medical situations or personal emergencies, we ask that you please contact the office at the Essa & District Agricultural Society and arrangements will be made to address your space.
11. The sale of COTTON CANDY and CANDY APPLES is strictly prohibited as per our contract with midway services. Thank you for your understanding.
12. **Initial** There is ZERO tolerance for bullying, verbal or physical misconduct by any vendor towards the general public, fair staff/volunteers or fellow vendors. Any misconduct will result in immediate removal from the fairgrounds.

“Kindness is a gift everyone can afford to give.

MANDATORY REQUIREMENTS FOR BARRIE FAIR VENDORS

- Certificate of insurance naming Essa & District Agricultural Society as additionally insured at a minimum of \$2,000,000 liability coverage and specifically stating your move-in and move-out dates.
- No application is considered ‘Approved’ until the Essa & District Agricultural Society receives proof of insurance.
- Simcoe Muskoka District Health Unit permit **REQUIRED** for food vendors. Instructions listed, please visit the link: <https://www.simcoemuskokahealth.org/Topics/FoodSafety/SpecialEvents> and fill out the application [2022VendorApplicationForm.pdf \(simcoemuskokahealth.org\)](https://www.simcoemuskokahealth.org/2022VendorApplicationForm.pdf) and return to hc.phi@smdhu.org in PDF format at least 10 days prior to event.
- Failure to provide the Simcoe Muskoka Health Unit this form may result in cancellation and refunds will not be provided. The staff and representatives at the Essa & District Agricultural Society are not responsible for your vendor requirements with the health unit.
- Propane Inspection Certificate, Generator ESA permit if applicable for food vendors.
- Electrical Safety Authority permit is required if using a generator greater than 13,000 watts.
LINK: <https://esasafe.com/>
- Tent permit if applicable, space that exceeds 400 sq. ft requires a permit from Essa Township.
LINK: <https://essatownship.on.ca>

*You are welcome to set up your booth on the Wednesday prior to the launch of Barrie Fair weekend.

If you have any questions or concerns, please reach out to the office via, phone at 705-726-1200

email: info@essaagriplex.ca or vendors@essaagriplex.ca



ADDITIONAL SITE DETAILS AND INFORMATION

Please reference the website <https://essaagriplex.ca/barriefair/vendors-artisans/> for more information. Applicants will be responsible for choosing their lot location, if needed site visits may also be available by appointment. We will try our best to accommodate your requested lots, and to keep to the map layout as presented– but we appreciate your understanding if last minute changes are needed, we want everyone to have a successful event and continue to join us each year!

Indoor Vendors

- Available spaces are sold by lot number in accordance with the Barrie Fair vendor maps.
- All lots are 10ft x 10ft and sold on a first-come, first-served basis.
- Additional space must require the purchase of another lot. No exceptions.
- Barn 1 and Barn 2 will have access to 15 amp service (attempting to power higher than 15 amps will result in power loss for the entire barn).
- You can define your space with a tent. Middle rows may have tents but you will not be permitted to put up a back/side walls to offer all middle vendors visibility.
- Pre-packaged food and farmer market goods are permitted indoors. Vendors who wish to prepare food at their booth cannot be located indoors; you are required to book an outdoor lot. Exceptions may be granted to vendors that wish to provide product samples.

Outdoor Vendors

- When applying for space, please include the entire footprint of your setup, including trailer dimensions, tongue length, depth, trailer positioning etc. This will help us conclude where you would be best situated. You may define your setup with tents and using sidewalls if applicable.
- There will be no power source or water supplies available.
- Food vendors are permitted OUTSIDE only.



VENDOR SET UP INSTRUCTIONS

ARRIVAL– For food trucks and vendors: On Wednesday August 21st between 9am-4pm, or Thursday August 22nd between 9am-3pm please check in at building #7 (can be easily accessed by secondary entrance, Gate C) or with the vendor coordinator to pick up your package prior to setting up on site. You will be directed to your space and any final arrangements will be discussed. Your space **MUST** be set up by opening time at 4:00pm on Thursday August 22nd, no vehicles will be allowed in the grounds once open to the public.

For outdoor artisan vendors: On Friday August 23rd between **7am-10am** please check in at the office at building #7 or see vendor coordinator for your package prior to setting up on site. Saturday and Sunday set up times are between **7am-9am**, vehicles will not be permitted within grounds once open to the public. We encourage vendors to bring a dolly or cart for set-up and take down, please keep in mind the grounds are not paved. Also, make note the Fair remains open for events until 11:00pm, you may want to consider having a light source within your tent if you choose to stay open after sunset.

Initial There are security guards present throughout the grounds for the entirety of the fair, but they cannot monitor all aspects 24/7. The applicant/vendor is solely responsible for their contents/products and space. The Barrie Fair, EDAS staff and organizers are not responsible for stolen or damaged goods.

INDOOR VENDORS

BARN 1 (Standard) – rear half walls will be surrounding the barn, giving the far left and far right ability to utilize them for their displays. Ability to set up tents, tables and sidewalls. When selecting the middle row please note it is NOT permitted to put up back or side walls to keep visibility for all vendors – please speak with EDAS to discuss further. Access to 15 amp service. Additional space requires purchasing another lot.

LOT SIZE: 10FT X 10FT

PRICE: \$330+HST

SEE LOT#s 1-32

LOT# SELECTION (You MUST choose your own lot location)

1st CHOICE: _____

2nd CHOICE _____

3RD CHOICE _____



BARN 2 (Kids Zone) - rear half walls will be surrounding the barn, giving the far left and far right ability to utilize them for their displays. Ability to set up tents, tables and sidewalls. There are no middle rows in this barn. Access to 15 amp service. Additional space requires purchasing another lot.

LOT SIZE: 10FT X 10FT

PRICE: \$330+HST

SEE LOT#s 1-6

LOT# SELECTION (You MUST choose your own lot location)

1st CHOICE: _____

2nd CHOICE _____

3RD CHOICE _____

OUTDOOR VENDORS & FOOD TRUCKS

(NO power source or water supply available)

Please mark all options that are applicable

NON-FOOD VENDOR – NO POWER

PRICE: \$250.00+hst

LOT SIZE: 10FT X 10FT (additional space may be purchased below)

LOT# SELECTION (You MUST choose your own lot location) **SEE LOT#s 57-94**

1st CHOICE: _____

2nd CHOICE _____

3RD CHOICE _____

*Please note these lots are located on gravel/part gravel (added dust to your space), and will require additional weights to secure your tent. Also, lots 79-94 we would like to see stay open longer, with events on pull track ending later on Friday and Saturday nights – these lots will be finalized depending on applicant interest and will be confirmed once the 4-block is full. While not mandatory, if you intend to close at 8pm, if you could please consider choosing a lot within the inner vendor area (#s 1-56) as a courtesy to fellow vendors who would like to stay late – it would be appreciated.

FOOD/BEVERAGE VENDOR – NO POWER

\$800.00+hst

(indoor food vendors may only sell prepackaged/premade goods)

LOT SIZE: **10FT X 20FT** (additional space may be purchased below)

Lot # will be assigned based on your required dimensions.



FARM IMPLEMENT DEALER – NO POWER

PRICE: \$300.00+hst

LOT SIZE: TO BE DETERMINED ON REQUEST

ADD 10 FEET \$100.00+hst

ADD 30 FEET \$250.00+hst

ADD 20 FEET \$150.00+hst

ADD 40 FEET Call to Discuss

DEFINE YOUR SETUP (For example: Truck, trailer, tent, plus generator, other-please specify)

TOTAL # OF VENDOR PASSES - Each application comes with 4 passes.

Additional passes are \$20+hst Quantity: _____

ADDITIONAL COMMENTS OR NOTES:



ARTISAN VENDORS

All artisan vendor lots will be located OUTDOORS, if you wish to have a semi-covered booth please make your selection above under indoor vendors.

NEW for 2024 the location of the artisan village will be moved to the inner fairgrounds, central to show barns, food trucks, midway, pull track, surrounding the dog demonstration area (if you have attended or visited the fair previously).

ARTISAN VENDOR LOT SIZE: 10FT X 10FT PRICE: \$250+hst

SEE LOT#s 1-56 LOT# SELECTION (You MUST choose your own lot location)

1st CHOICE: _____ **2nd CHOICE** _____ **3RD CHOICE** _____

*Please note lots 57-94 are also available to artisans, these spaces are located on gravel/part gravel (added dust to your booth/products), and will require additional weights to secure your tent. We would like to see these lots stay open longer, with events on pull track ending later on Friday and Saturday nights. Lots 79-94 will be finalized depending on applicant interest and will be confirmed once the 4-block is full. While not mandatory, if you intend to close at 8pm, if you could please consider choosing a lot within the inner vendor area (#s 1-56) as a courtesy to your fellow vendors who would like to stay late. ~Thank you!

Do you use a generator? YES / NO

Do you use propane? YES / NO

Please list what items you are selling and be specific:

TOTAL # OF VENDOR PASSES - Each application comes with 4 passes.

Additional passes are \$20+hst Quantity: _____



PAYMENT DETAILS

Select your desired method of payment:

- CREDIT CHEQUE
- CASH DEBIT
- E-TRANSFER

BASE LOT PRICE	
ADDITIONAL SPACE(S)	
ADDITIONAL PASSES	
SUB TOTAL	
HST ON SUBTOTAL	
TOTAL OWING	

NAME ON CARD	
CARD NUMBER	
EXPIRY/CVV	
SIGNATURE & DATE	

Once you have received confirmation of acceptance to be a vendor at the Barrie Fair, there will be NO REFUNDS upon cancellation. Special circumstances may lead to a review but we cannot guarantee that you will be refunded.

If paying by cheque – it MUST be made payable to **Essa & District Agricultural Society** and clear by August 1, 2024. Otherwise, vendors may pay by Cash, Credit, Debit, or automatic e-transfer to **ryan@essaagriplex.ca** *Please DO NOT send payments before receiving an approval email from the office.

In-person payments can be made at building 7 (main office) located at 7505 10th Line Thornton, ON LoL 2No during regular office hours of Monday- Friday 9:00-4:00pm.
EDAS HST# 118799444RT0001

I have read and understand the rules and the information provided in the vendor application package for the Barrie Fair. I also understand that no refunds will be issued once my application has been accepted and payment received.

Applicant Signature

Date

Thank you and we look forward to seeing you at the 2024 Barrie Fair!