

Olmsted County Agricultural Association

Rules & Regulations Governing the Olmsted County Fair

July 23 – July 29, 2012

Rules governing the operation and management of the Olmsted County Fair and the Olmsted County Fairgrounds during the period of the annual County Fair.

CHAPTER ONE: GENERAL

O.C.F.B.1.1: AUTHORITY

The rules are promulgated pursuant to authority granted the Olmsted County Agricultural Association by Minn. Stat. Chapter 37.16.

Because the Olmsted County Agricultural Association is not an agency of County-wide jurisdiction, these rules will not be contained in the County Code of Agency Rules.

O.C.F.B.1.2: DEFINITIONS

For purposes of these rules, the following definitions shall apply:

A. *Fair Board*: 11 members of the Olmsted County Agricultural Association, elected by the Association, are responsible for the management and control of the Olmsted County Fair.

B. *Competitive Exhibitor*: Any person or firm which enters animals or articles for competitive exhibition at the County Fair.

C. *Concessionaire*: Any person or firm which sells, makes deliveries, and/or accepts deposits for future delivery on or from an assigned Fairgrounds location during the period of the County Fair.

D. *Department Superintendent*: The person who is head of a specific County Fair Department and reports to the County Fair Board.

E. *Merchandise Permit*: A permit issued by the County Fair Board to vendors who desire to solicit orders for and/or deliver articles of food and merchandise to concessionaires at the County Fair. Such permit does not authorize retail sales of any kind.

F. *Camping Permit*: A permit issued by the County Fair Board for the express purpose of camping on the Fairgrounds, in the Area designated for that purpose, during the period of the annual Olmsted County Fair.

G. *Olmsted County Agricultural Association*: A Public Corporation charged with operation of the Fair grounds during the term of the annual County Fair.

O.C.F.B.1.3: FEES

The Olmsted County Fair Board shall annually review and establish fees for, but not limited to, the following:

- a. Gate Admission
- b. Vehicle Parking
- c. Camping Permits
- d. Electrical Services
- e. Building Space Rental
- f. Outside Site Rental
- g. Merchandise Permits

O.C.F.B.1.4: SPEED LIMITS, PARKING, HOURS, TRAFFIC SIGNAGE

Maximum vehicle speed limits on the Olmsted County Fairgrounds, as well as appropriate allowances and restrictions dealing with vehicle parking, delivery hours, and restricted areas shall be determined by the Fair Board. The Fair Board shall provide for the placement of such traffic control signs on the Fairgrounds as deemed necessary for the proper safety, protection and control of the Fairgrounds and the public thereon.

O.C.F.B.1.5: PEDESTRIAN RIGHT OF WAY

When walking on or about any street, sidewalk or other area generally open to the public on the Olmsted County Fairgrounds, pedestrians shall have at all times the right of way against all vehicles, other than identifiable emergency vehicles. Drivers of all vehicles, other than identifiable emergency vehicles, shall yield the right of way to any and all pedestrians on the Fairgrounds.

O.C.F.B.1.6: TWO WHEELED, ALL-TERRAIN, TRACKED VEHICLES, AND SEGWAYS

Multi-wheeled vehicles, such as bicycles, motorcycles, motor scooters, segways and all-terrain vehicles, on display in an exhibit contracted by the Fair Board must be kept in the exhibit location and may not, under any circumstances, be operated on the streets of the Fairgrounds. Track-type vehicles, including snowmobiles, may not be operated anywhere on the Fairgrounds at any time during the period of the annual County Fair.

O.C.F.B.1.7: HANDING OUT MATERIALS

The sale, posting or distribution of any merchandise, products, promotional items and printed or written materials except from a fixed location on the Fairgrounds approved by the Space Rental Department shall be prohibited. Those merchandise, products, promotional items and printed or written materials which are authorized by the Space Rental Department for sale or distribution from a fixed location shall not be handed out to any County Fair patron unless requested by that patron. Demonstrating, Campaigning, Advertizing or any other promotional activity is prohibited except in space rented or assigned by the Fair Board.

O.C.F.B.1.8: BANNERING, PICKETING, INTERFERING

No person or group of persons shall banner, picket or engage in any other activities on the Olmsted County Fairgrounds before or during the annual County Fair which in any way interferes with a Concessionaire preparing or conducting his concession or exhibit or which interferes with the free movement of any County Fair patron.

O.C.F.B.1.9: ADVERTISING VEHICLES

The operation or parking of any sound trucks or vehicles upon which any advertising signs, political or otherwise, have been affixed in any manner shall be prohibited within the Fairgrounds. Nothing in this rule shall be construed as being applicable to lettered service trucks advertising a firm or its products while servicing Concessionaires on the Fairgrounds, nor to the normal advertising on bumpers and windows of motor vehicles. This rule does not pertain to vehicles belonging to those vendors who have paid the space rental fee.

O.C.F.B.1.10: EQUAL EMPLOYMENT OPPORTUNITIES

The following policies concerning fair and equal employment shall be followed by the County Fair Board.

A. It shall be the policy of the County Fair to foster the employment of all individuals with the County Fair in accordance with their fullest capacity and ability; regardless of race, color, creed, religion, sex, national origin, disability, age, marital status or status with regard to public assistance, and to safeguard their right to hold employment with the County Fair without discrimination.

B. Every contract for or on behalf of the County Fair for materials, supplies or construction and/or space rental contracts for commercial sale or exhibit purposes may be cancelled or terminated by the County Fair Board when discrimination on account of race, color, creed, religion, sex, national origin, disability, age, marital status or status with regard to public assistance exists in hiring or employment of common or skilled labor by the contractor pursuant to the contract for or on behalf of the County Fair.

O.C.F.B.1.11: PETS

No dogs or other pets, other than seeing-eye dogs shall be permitted on the Olmsted County Fairgrounds during the annual County Fair. This prohibition does not apply to those animals on exhibit. Dogs and other pets are allowed in the County Fair Campground when leashed and under full control of the owner.

O.C.F.B.1.12: ROLLER SKATES, SKATEBOARDS, BICYCLES AND SEGWAYS

Use of roller skates, skateboards, bicycles or segways shall not be permitted on the County Fairgrounds during the period of the annual County Fair.

O.C.F.B.1.13: BALLOONS

No balloons, helium or otherwise, are allowed in the Graham 4 Building during the week of the Olmsted County Fair.

O.C.F.B.1.14: GUNS

Based on MN Statute 624.714, Subd. 17, all guns (excluding law enforcement) are banned from Graham Park (Olmsted County Fairgrounds) property and buildings during the period of time the Olmsted County Agricultural Association has control of the property and grounds.

CHAPTER TWO: SPACE RENTAL

O.C.F.B.2.1: LENGTH OF SPACE RENTAL CONTRACT

Space rental contracts are for the designated period of the annual County Fair and commence on the first day and expire with the close of the Fair each year. Such contracts cannot be sold, transferred, assigned or devised by will without the written approval of the County Fair Board.

O.C.F.B.2.2: SPACE RENTAL RATES

General policy determinations governing the rates charged for concession space at the Olmsted County Fair shall be set by the Olmsted County Fair Board and shall be implemented by the Space Rental Department.

O.C.F.B.2.3: NEW APPLICATION POLICY

Application forms will be available and new applications for concession space at the Fair shall be accepted by the Space Rental Department beginning on February 1 of each year.

Normally there are more applications for space than space available and the Space Rental Department, in its review of these applications, shall exercise its best judgment in determining what is in the best interest of the Olmsted County Fair and its patrons.

Among the factors to be considered by the Space Rental Department in reviewing new applications shall be the health and safety of the Fairgoing public, the extent to which the proposed product or service duplicates those of existing concessions, geographic mix and balance of products and services on the Fairgrounds, the product originality and overall quality of the proposed concession, the experience and financial stability of the applicant, and such other factors as the Space Rental Department deems appropriate in determining the best interests of the Olmsted County Fair and its patrons.

O.C.F.B.2.4: SPACE RENTAL DECISIONS

The following kinds of decisions of the Space Rental Department shall be in writing and sent by regular mail or electronic mail.

- A. A determination not to renew a concession contract;
- B. A determination to grant a renewal with certain changes as to location, purpose and product;
- C. A determination approving or denying a new application for a space rental contract; and
- D. A determination approving or denying the proposed sale, transfer or conveyance of any interest in a concession at the Olmsted County Fair.

O.C.F.B.2.5: CONSTRUCTION AND MAINTENANCE OF LESSEE'S EQUIPMENT

Concessionaire's equipment shall be kept in good repair and in a neat and clean appearance. Equipment which does not appear to meet these requirements in the view of the Fair Board may be ordered improved or removed from the Fairgrounds.

O.C.F.B.2.6: MULTIPLE OWNERSHIP OF CONCESSIONS

It is the policy of the Olmsted County Fair Board to have as many different persons as possible and practical participating as Concessionaires at the Olmsted County Fair. The Board discourages ownership of multiple concessions by any one person, partnership or corporation.

Owners of multiple concessions will not be allowed to enter into additional space contracts unless there are compelling factors which indicate that it would be in the best interest of the Fair and Fairgoing public to do so. The Olmsted County Fair Board reserves the right to reduce current multiple ownerships of concession space when conditions or circumstances indicate this action is in the best interest of the Fair and the Fairgoing public.

Should reduction of multiple ownership be deemed necessary by the Fair Board, the lessee of last record shall be granted first choice of the remaining sites or site.

O.C.F.B.2.7: USE OF SPACE

A concessionaire must confine his/her business and the promotions and advertising of same on the Fairgrounds to the space assigned him. Supply vehicles cannot be parked in the concession space. Supply vehicles must be parked in the stock truck lot which is north of the Fair Board Office. Failure to comply with this rule will subject Concessionaire to forfeiture of space privileges without reimbursement.

O.C.F.B.2.8: RISK OF LOSS

The Olmsted County Fair assumes no liability for loss or damage to any property of the Exhibitor or Concessionaire due to fire, tornado, weather conditions, theft, vandalism, or other causes. It is suggested that a Concessionaire bringing property or goods onto the Olmsted County Fairgrounds protect such property or goods with appropriate insurance.

O.C.F.B.2.9: PRIZE DRAWINGS

The following will apply to all Concessionaires who intend to hold a sign-up prize drawing at the Olmsted County Fair.

- A. All Concessionaires who intend to hold a prize drawing must first notify the Space Rental Department, by submitting a letter to the Space Rental Department listing each prize to be given away which has a retail value of \$25.00 or more;
- B. Drawings must be completed during the period of the Olmsted County Fair. Only the advertised prize or prizes may be awarded. No purchase shall be necessary for a person to be eligible for the prize drawing;
- C. All Concessionaires who conduct prize drawings must submit to the Space Rental Department, within two weeks after the close of the Fair, a written statement listing the name, address and prize delivered to each winner;
- D. If persons signed up for a prize drawing are subject to sales appointments, contacts or calls because they have signed up for a prize drawing, this must be indicated in writing at the drawing registration point; and
- E. All persons or companies who do not comply with this rule may be subject to removal from the Fairgrounds and/or forfeiture of contract space and fees as the County Fair Board may elect.

O.C.F.B.2.10: MERCHANDISE PERMITS

Parties who desire Merchandise Permits for the designated period of the annual County Fair must obtain such permits from the office of the Space Rental Department. Delivery trucks not properly identified with said merchandise permits shall be prohibited from entering the grounds at any time during the period of the County Fair.

O.C.F.B.2.11: REGULATION OF CONDUCT AND ACTIVITIES

The Association recognizes the County Fair is a proper forum for the free exchange of ideas necessary to a free society, yet reserves the right to regulate all activities and concessions on the Fairgrounds with regard to time, manner, and place in pursuance of its valid interest in maintaining peace and order and protection of the general public. Concessionaires shall comply with all applicable State and Federal laws and with the procedures and information set forth in the Olmsted County Agricultural Association's Rules and Regulations.

O.C.F.B.2.12: SALES TAX PERMIT

Concessionaires involved in taxable retail sales shall be responsible for obtaining a Minnesota State Sales Tax permit. Non-compliance with Minnesota tax laws may be grounds for cancellation of space contracts and/or denial of renewal.

O.C.F.B.2.13: FOOD LICENSES

Concessionaires involved in licensable food sales shall be responsible for obtaining the applicable license from the State of Minnesota and/or Olmsted County Health Departments. All such licensees shall conduct their business in full compliance of said regulations.

Any Concessionaire who does not comply with these regulations may be subject to removal from the grounds and/or forfeiture of contract as the Olmsted County Fair Board may elect.

O.C.F.B.2.14: EXHIBITION TIMES

Setup takes place Saturday, Sunday, and/or Monday preceding opening day. Setup must be completed and Concessions/Exhibits staffed and open for business from 5 - 10 p.m. on Tuesday (Opening Day). Food Vendors may choose to open additional hours during the day on Monday and Tuesday. During the period of the Fair all concessions shall be open from 11:00 a.m. to 10:00 p.m. Wednesday – Saturday. Concessions shall be open from 11:00 a.m. until 6:00 p.m. on Sunday.

ALL CONCESSIONAIRES SHALL PROVIDE ATTENDANTS AT THEIR EXHIBITS DURING THESE HOURS.

O.C.F.B.2.15: NO SHOWS

Contracted space not set up, staffed and operational by 5 p.m. Tuesday will be reassigned by the Space Rental Department. All sums paid by the lessee will be forfeited to the lessor as liquidated damages, unless previously approved by the Space Rental Department.

O.C.F.B.2.16: RUBBISH, REFUSE AND GREASE

Numerous rubbish/refuse dumpsters as well as barrels for used cooking grease/oils are provided by the Fair Board. Concessionaires SHALL use them at all times.

O.C.F.B.2.17: CAMPING PERMITS

The Fair Board operates a permanent and temporary campground on the Fairgrounds, during the period of the County Fair. Concessionaires may purchase a Camp Site Permit at the time of Space Contracting. Any person may purchase a Camp Site Permit at the Fairgrounds Office on arrival. Fees for Camping Permits are established by the County Fair Board and implemented by the Vendor Coordinator.

Public camping is not allowed at any other location on the Fairgrounds during the period of the Fair, including Concession space.

This rule does not preclude the location and parking of camping units used by County Fair Staff for security purposes.

O.C.F.B.2.18: GENERAL SPACE INFORMATION

Vendor space in our exhibit buildings, Building 31 and Building 35, are 10'x10', draped 8' high at the rear and 3' on the sides. Exhibitors may not build up the sides except within 4' of the rear drape. Outside space is contracted for by the front-foot, except the center section which is for two-sided service and is for see-through equipment ONLY and at an increased rate for the additional exposure. The Fair Board does NOT supply equipment to load or unload displays or equipment.

O.C.F.B.2.19: ELECTRICAL

The Olmsted County Fair Board contracts the services of a licensed electrician, who is available during the period of the Fair.

- A. Concessionaires needing electrical service may contact him through the Fair Office. Any service done at the lessee's request shall be paid by the lessee.
- B. Any fuses blown, repairs or electrical modifications caused by overloading or faulty wiring shall be paid by the lessee.
- C. Any alterations or modifications to Concessionaire's equipment required to meet state and local codes will be paid by the lessee. All electrical wiring shall meet state and local electrical codes before service connections are made.
- D. Amperage requirements in excess of those paid for with the lessee's contract and indicated as needed by the official electrician, will result in additional charges to the lessee, and will be DUE AND PAYABLE AT ONCE.

The Directors of the Olmsted County Fair Board reserve the right to refuse any offensive or obscene exhibits which in the judgment of the Fair Board would be offensive to the general public.