

RICHLAND COUNTY AGRICULTURAL SOCIETY

ADMINISTRATIVE OFFICE FAIRGROUNDS 750 NORTH HOME ROAD

PHONE (419) 747-3717 • WWW.RICHLANDCOUNTYFAIR.COM MANSFIELD, OHIO 44906

Dear Vendors:

The Richland County Agricultural Society is **CELEBRATING our 175th Fair Anniversary this year!!** We are looking forward to your being a part of these special activities. We are planning to use the colors of Red, White and Blue in our drapes and displays and hope you will join us!

IMPORTANT INFORMATION

- Enclosed you will find your contract for the 2025 Richland County Fair. Please review it carefully.
- This year, all extra week-long fair passes **MUST** be purchased by 4:00 P.M. the Friday (August 1, 2025) prior to the opening day of the fair. If you are unable to stop in prior to that date/time, please include the number and purchase price for each additional pass you will need with your signed contract. These passes will be reserved for you.
- If you require electricity in your booth, please mark the space on your contract before submitting it. Electric is an additional fee of \$40.00.
- If you wish to be beside another vendor, **PLEASE** indicate that on your contract and if you prefer not to have a curtain divider between the booths.
- **Set-up times:**
 - Friday, August 1, 2025 – 10 a.m. until 6 p.m.
 - Saturday, August 2, 2025 – 9 a.m. until 8 p.m.
 - Sunday, August 3, 2025 – 8 a.m. until 9 a.m.
- **Tear- down times:**
 - Saturday, August 9, 2025 – 10 p.m. until midnight
 - Sunday, August 10, 2025 – 9 a.m. until 2 p.m.
 - Monday, August 11, 2025 – 9 a.m. until Noon
- I know that many of you prefer the space(s) you have had in the past. I will do my best to ensure you have them again this year. However, because more vendors are requesting electric, I may have to move them slightly.

If you have any questions, please feel free to contact the fair office at (419)747-3717 or call me direct on my personal cell phone (419) 565-5285.

Looking forward to seeing you in August 2025.

Respectfully,



Kathi Cutlip-Mills, Chair
Richland County Agricultural Society Concession Committee

*liability
\$1 million insurance
coverage*

RICHLAND COUNTY AGRICULTURAL SOCIETY
RULES AND REGULATIONS OF THE AGRICULTURAL SOCIETY

1. All display or concessions shall be in place by 11:00am the first full day of the fair and remain in place until 10:00pm on the last day of the fair. *Concessions/outside vendors are required to be in operation from 12:00 noon until 10:30pm. Fairhaven vendors are required to be in operation Sunday-Thursday: 10:00am-9:00pm, Friday & Saturday: 10:00am-10:00pm*
2. Each display or concession will receive two free gate passes. Additional gate passes can be purchased from the office by exhibitors or concessionaires only.
3. All personnel used to operate displays or concessions will have a gate pass or pay the regular admission upon entering the grounds.
4. Each display or concession will receive one free vehicle pass. One additional vehicle pass may be purchased from the office. \$40.-
5. All vehicles entering the grounds must have a vehicle pass ATTACHED to the windshield.
6. All vehicles illegally parked and not removed to the exhibitor's or concessionaire's parking lot by 10:00am will be towed away at the owner's expense (including vehicles with vehicle passes.)
7. All vehicles will enter at the **EAST GATE or Lantz Rd.** entrance and will not be admitted at any other entrance without permission from the office.
8. Vehicles making deliveries must use the **EAST GATE** and do so before 10:00am. No vehicle will be admitted after 10:00am.
9. No public address system, demonstration or ballyhooing that will in any way interfere with or disturb adjoining displays or concessions will be permitted. Organs, pianos, radios, television, P.A. systems, etc. are to be played softly or will be removed.
10. No propane tanks will be permitted inside any building for any purpose whatsoever.
11. Any pressurized gas tank such as helium will be provided with a stand or bracket to hold the tank and support it securely.
12. 110 Volt electrical receptacles will be provided. If 220 Volt service is required for inside booths, an extra charge will be made.
13. No object will extend above the dividers provided by the fair board by more than six (6) inches on inside booths.
14. All signs and decorations will be kept within the confines of the exhibitor's own display or concession.
15. Distribution of catalogs, pamphlets, souvenirs and political matter will be done within one's own display or concession. No roving on the grounds will not be permitted.
16. The sale, or possession, of alcoholic beverages or drugs is strictly prohibited. Any violation of this rule will be prosecuted to the fullest extent of the law.
17. The fair board shall not be held responsible for any article on display, but will take every precaution for the safekeeping of same.
18. All displays or concessions must be kept clean and orderly and the area swept or raked to the walkways each night at closing time.
19. No drug paraphernalia will be sold, used or displayed on the fairgrounds.
20. All living quarters must be parked in the campground area after paying the required fee.
21. It is the intent of the fair board to provide the best county fair in this area. We ask the cooperation of all in attaining this goal by observing the above rules and regulations.
22. No deposit for space or concessions will be refunded after May 1st.
23. All rides, trailers, equipment, trucks, displays, and signs will be removed from Fairground property by 4:00pm the second day after the last day of the fair, Failure to comply with this regulation gives the fair board the right to remove same at the expense of the owner.
24. Vendor shall indemnify, defend and hold harmless, Richland County Agricultural Society from and against any and all third party claims, demands, actions, causes of action, fines, losses or damages whatsoever and any related cost and expense, including reasonable attorney fees arising out of their activities and/or of any breach of this agreement.
25. ALL CONCESSIONS ARE TO PLEASE PROVIDE AN APPROXIMATE ARRIVAL AND DEPARTURE TIME ON SIGNED, RETURNED CONTRACT. THIS IS ESPECIALLY CRITICAL FOR CONCESSIONS REQUIRING REFRIGERATION.

This privilege contract is accepted upon condition that the business above stated is to be conducted in accordance with the rules and regulations of the Society and the Ohio Department of Agriculture, and further that the signers of this contract pledges and offers to the aforesaid Society any and all structures occupied or erected by him or them, all goods, implements or appurtenances which are used in transacting the business to which this privilege contract pertains, as a guarantee for the payment of the sum, herein stated, and in the case of such forfeiture, said Society shall be authorized to offer the same at Public Auction, and apply enough of the proceeds from such sale to the discharge of the amount due. The location for said privilege also assigned by the CONCESSIONS/VENDOR COMMITTEE and the business of running such privilege also conducted to the satisfaction of the CONCESSIONS/VENDOR COMMITTEE.