

LEE FAIR

Application for Farmer's & Artisan Market

Saturday, September 7, 2019

10 A.M. to 9 P.M.

GENERAL REQUIREMENTS

Booth spaces are approximately 12' x 12.

Pricing: \$25/space, \$40/double, \$10/youth.

Any raffles must get approval from the Lee Select Board in advance. Contact 659-5414 for more information.

Layout will be assigned upon arrival day of the event.

No tables or chairs are provided.

Set-up no earlier than 7 A.M. on September 7, 2019. Vendors are required to be set up NO later than 9:45 A.M. and displayed until 5:00 P.M.

Rain or shine. No refunds will be issued.

A completed application, full payment, and Insurance Certificate (if required) are due to Caren Rossi, 7 Mast Rd, Lee NH 03861 no later than Friday, August 31, 2019 at 12:00 Noon. NO exceptions. Questions please call 603-659-6783 or email crossi@leenh.org.

INSURANCE REQUIREMENTS

The Town of Lee has established insurance and certificate of insurance requirements for the Lee Fair vendors. However, the Town recognizes that for some small vendors, insurance is either not available or the insurance costs would be financially burdensome. In an effort to still allow participation for such vendors while at the same time protecting the Town's interests as a whole, the Select Board has established the following insurance waiver criteria, based on determining the level of risk as determined by the vendor's products and/or activities.

Waiver Criteria:

A waiver of the Insurance Requirement may be granted by the Town, in its sole discretion, if such a waiver is requested by the vendor and the following criteria are met:

1. No Food or beverages will be served or sold
2. No motor vehicles or motorized equipment
3. No animals
4. No amusement rides or games
5. Items to be sold are hand-made by the vendor

In addition, musical performers are not required to carry liability insurance but are still required to complete this form.

Insurance shall be in such form as will protect the Vendor from all claims and liabilities for damages for bodily injury, including accidental death, and for property damage, which may arise from operations performed by the Vendor whether such operation be by himself or by anyone directly or indirectly employed or served by him while on Town Property.

Prior to participating in the Fair, the Vendor shall demonstrate that it carries a general liability policy with limits of \$1,000,000 per occurrence and \$2,000,000 aggregate, applicable to the activities and/or products sold, and all liabilities as set forth above. The Vendor shall provide proof of automobile insurance coverage in an amount deemed satisfactory to the Town.

The Vendor will furnish to the Town a Certificate of Insurance and an endorsement prior to the Fair demonstrating that the Town of Lee and its officials, agents, volunteers and employees are named as an additional insured on the general liability and automobile liability insurance coverage.

The Contractor shall provide proof of workers compensation insurance meeting State of New Hampshire required limits. The Vendor's worker's compensation coverage must waive subrogation against the Town of Lee and its officials, agents, volunteers and employees.

Town of Lee shall be listed as a Certificate Holder. The Town shall be identified as follows:

Town of Lee
7 Mast Road
Lee NH 03861

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Business Name _____

Contact Person _____

Address _____

Telephone _____ Email _____

Type of Product/Service/Activity _____

Electricity required? Yes _____ No _____

Are you doing a raffle? Yes _____ No _____ If yes, prior approval from the Select Board is required. Contact 659-5414

Payment Enclosed: \$ _____, **Checks payable to Lee Fair**

I am requesting a waiver of the insurance requirement and attest that I/we meet all of the criteria listed.

IN CONSIDERATION OF PERMISSION GRANTED by the Town of Lee, NH ("Town"), to participate in the Lee Fair, I, the undersigned representative of the above named and all its employees, hereby and forever defend, discharge, release, indemnify, and hold harmless the Town, its successors and assigns, board members, officers, agents and employees from all claims, damages, liabilities, costs, expenses, and fees (including reasonable attorney fees) for damage to or loss of property, personal injury, including death, and claims for worker's compensation whether or not any of the above arise from the negligence of the Town, that may incur arising from our participation in the Lee Fair. I attest that I/we do not discriminate against any person on the basis of race, color, religion, national origin, handicap status, age, marital status, sexual orientation, or gender.

I, the undersigned, have read this contract and understand all of its terms and I sign this release voluntarily and with full knowledge of its significance.

Signature of Legally Responsible Person: _____

Name: _____

Date: _____