

Mail with payment to: South Carolina Foothills Heritage Fair  
PO Box 130

Richland, SC 29675

Please make check payable to: **The FARM Center**

Contact: Melinda Harbin [Melinda.scfhf@gmail.com](mailto:Melinda.scfhf@gmail.com) or 864-723-0698

Payment is for a 10x10 space.

If you need more room, you may purchase two spaces (10x20) for double the fee.

Spaces are reserved on a first-come, first served basis.

Vendors must supply their own tents, tables, chairs, etc.

You may set up your booth in any way that does not overflow your designated area or interfere with safe pedestrian movement.

Power is available to all booth spaces. You will need to provide your own extension cords.

There will be no vehicles, or trailers permitted on the Fairgrounds or at vendor booths once the Fair opens each day. All vehicles must be off the fair grounds at least 30 minutes prior to the fair opening. Vehicles cannot be on the fairgrounds any time during Fair operations (due to insurance regulations).

We encourage our Vendors to participate during the entire length of the Fair.

Security is provided beginning the night before the Fair opens through the closing night of the Fair.

**We must have your application and payment no later than September 1<sup>st</sup>**

The Fair Board reserves the right to fill spaces not confirmed on opening day with all fees forfeited by Vendor.

Vendors are expected to keep their area clean, with trash picked up regularly and boxes, etc. deposited in the garbage bin nightly and AT THE CLOSE OF THE FAIR.

If you have questions, contact Melinda Harbin at  
[Melinda.scfhf@gmail.com](mailto:Melinda.scfhf@gmail.com) or 864-723-0698

*In the event a dispute shall arise between the parties to this contract, the parties agree to participate in a meeting before the full Fair Board for resolution.*

Local and State Laws regarding Business Licensing. Food Vendors are required to have a SC Retail License number. This can be obtained online at the SD Department of Revenue.

Also, Commercial vendors need to provide proof of the following certificates:

***INSURANCE***

General Liability Insurance of no less than \$1,000,000 per occurrence and \$2,000,000 aggregate is required by the Licensee. The policy shall name The Foothills Agricultural Resource and Marketing Center and Oconee County SC, their agents and/or employees' as Additional Insured. The policy must also name The Foothills Agricultural Resource and Marketing Center as the Certificate Holder. A Certificate of Insurance (COI) must be in our office within 10 days prior to the show or event.

Workers' Compensation insurance for all employees and volunteers as required by state law and policy information must be shown on the COI.

***INDEMNIFICATION***

The Licensee shall indemnify, defend and hold harmless The Foothills Agricultural Resource and Marketing Center, and Oconee County, SC and/or it's respective officers, directors, employees, agents and representations, 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 any breach of this Agreement.