



2018 NC STATE FAIR "GOT TO BE NC" EXHIBIT EXHIBITOR REGULATIONS



****DEADLINE FOR APPLICATION IS AUGUST 10, 2018****

APPLICANT:

Booth cost is **\$450.00** for Shift 1 (Thursday, October 11 – Tuesday, October 16) and **\$400.00** for Shift 2 (Wednesday, October 17 – Sunday, October 21). Applicant must be a member of the "Got To Be NC" program. Only products grown, caught, raised, or manufactured in North Carolina may be sold in your booth. No beer, wine, or spirit vendors allowed to have a booth in the "Got To Be NC" tent. Booths will be awarded in the order of receiving applications complete with payment, application, AND certificate of insurance. All booths are first come, first served. In the event of a sell-out, your company will be placed on a waiting list. We will not sell more than one booth to one company. **Incomplete application packets or applications received after the August 10th deadline will not be accepted.**

- **In order to ensure a variety of non-competitive products, we reserve the right to limit the number of exhibitors from the same product category.**
- **NCDA&CS reserves the right to reject any applicant that does not fit the exhibit criteria of the event.**
- **NO refunds unless the event is cancelled by NCDA&CS.**
- **If for any reason you cannot attend, please contact us immediately.**

BOOTH SET-UP:

Booth size will be approximately 8' x 8'. Booth materials may not be higher than 8' tall. NCDA&CS staff members will remove items over the height restriction. Exhibitor signs must be made professionally, not handmade. All items intended for use in your booth must be contained in your booth. **No easels, chairs, tables, or staff outside of your booth during show hours.** No music or flashing lights are allowed in booths. No flammable gas or combustibles or deep frying pans will be allowed in the tent. Each booth must contain a fire extinguisher to combat type B & C fires

BOOTH MANAGEMENT:

The exhibitor hours of operation are October 11: 3:00 PM – 9:45 PM, October 12-21: 9:00 AM – 9:45 PM. You agree to open and operate the booth during the operating hours. You agree to have an employee working in your booth at all times. Any exhibitor closing their booth earlier than 9:45 PM will be asked to remove their belongings for another company to exhibit in their booth. Your company will be notified if employees leave the booth before closing. You must keep your booth neat and clean at all times. You will be responsible for the disposal of your trash before leaving the tent each night. You must keep sufficient product/samples in inventory. You must stay within the confines of your booth. You are responsible for securing cash boxes, registers, etc.

SET-UP and TAKE-DOWN:

Shift 1 exhibitors

Set-up: Booth needs to be completely set-up and in place by 2:00 PM on Thursday, October 11

Take-down: Booth needs to be completely dismantled and all property removed after tent closing on Tuesday, October 16

Shift 2 exhibitors

Set-up: Booth needs to be completely setup and in place by 8:30 AM on Wednesday, October 17

Take-down: Booth needs to be completely dismantled and all property removed by 10:00 AM Monday, October 22

KEEP THIS DOCUMENT FOR YOUR USE



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PARKING and ADMISSION

Exhibitors will not be permitted to operate any motor vehicle on the Fairgrounds while Fair is open. Exhibitors will receive one Delivery Vehicle Permit allowing you to drive onto the fairgrounds in the morning before the gates open (12:01 AM – 8:00 AM) to unload product. If vehicles are not removed by said time, they will be towed at owner's expense. NCDA&CS may not supply exhibitors with parking passes. Exhibitors are responsible for parking and may park for free at any of the public lots located close to the fairgrounds.

Each Booth will receive 2 admission passes per day.

INSPECTION:

The product you are sampling/selling must come from an inspected production facility. Each company will need to be prepared to verify the inspection of your production site by either the NCDA&CS or your local health department.

INSURANCE:

A Certificate of Liability Insurance for General Liability (COI) coverage must be provided to NCDA&CS. Minimum requirements are \$1,000,000.00 Combined Single Limit for each occurrence. An insurance company licensed to do business in North Carolina must issue the certificate. **NCDA&CS and NC State Fair MUST BE NAMED AS CERTIFICATE HOLDER AND LISTED AS ADDITIONAL INSURED on the COI.** Please include the address 1025 Blue Ridge Rd, Raleigh, NC 27607 with the certificate holder information.

LIABILITY CLAUSE

Each exhibitor will be liable and responsible for the products being exhibited and for the actions of the individuals representing the company and/or products. While at the host site of the event, the NCDA&CS is not liable or responsible for any damages or additional costs the exhibiting company requires that have not been prearranged by the NCDA&CS. The NCDA&CS will be responsible only for the actions of its employees pursuant to North Carolina law.

Cannabidiol (CBD)

Cannabidiol (CBD) is considered a Schedule I controlled substance by the federal Drug Enforcement Administration under the Controlled Substances Act. The federal Food and Drug Administration currently considers CBD added to food products and CBD marketed as a dietary supplement to be “prohibited acts” within its regulations. Accordingly, no CBD or products containing CBD may be shown, sampled or sold.

NCDA&CS reserves the right to notify appropriate authorities with regard to possession or sale of CBD or products containing CBD on the premises.

CONTACT INFORMATION

Any questions, contact NCDA&CS Marketing
Sherry Barefoot – sherry.barefoot@ncagr.gov, 919-707-3154
GW Stanley – g.w.stanley@ncagr.gov, 919-707-3148

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