

Commercial Committee Guidelines

- A. Lot sizes shall be:
 - 1. Outside - ten feet by ten feet. It is desirable to have some areas back-to-back so that a potential exhibitor can have a deeper display area.
 - 2. Inside - ten feet by eight to ten feet deep, depending on the building being used.
- B. Wiring expense is at the expense of the vendor.
- C. Food vendors are responsible for their own health permits.
- D. There shall be no sub-leasing of space by a vendor.
- E. As an aid in getting vendors, obtain a list of vendors from the State Commercial Chairperson.
- F. There shall be no commercial patch sales that conflict with chapter sales.
- G. Encourage vendors to display in such a manner as to control shop lifting. MSA and FCRV are not responsible for thief losses.
- H. The following are terms and conditions for commercial contracts with Michigan State Association - Family Campers and RVers, hereafter called MSA, at State Campouts and other functions:

Commercial Chairperson

The Commercial Chairperson, or a person assigned by him/her, shall give final approval for all rules, regulations, space assignment and use, layout, hours, equipment or materials to be displayed, and all other details that concern the Commercial area of the campout.

Sites

For the Vendor's convenience, enclose a copy of the proposed layout, both inside and outside. While the sketch may not be to scale, the dimensions should be correct. No outside protection from the weather is provided. Sizes may vary slightly due to ground conditions.

All outside lots will be ten (10) feet deep. Inside spaces will be a minimum of eight (8) feet deep and a maximum of ten (10) feet deep.

Have the Vendor return the sketch with his contract, indicating his first, second, and third choice of location. The spaces will be assigned on a first come, first serve basis. Do your best to provide everyone with a site as close to their desired location as possible.

Cost of Space

The Vendor's cost of space includes the space, limited electrical service, limited security, and public relations as allowed by MSA.

The rental of space DOES NOT include janitorial service of the display area, supplies, signs, furniture, or cleaning of the display. It DOES NOT include parking of units or any other services or supplies required by the Vendor or any other expense items not previously mentioned.

Cost

Donation: All vendors are to donate a door prize in lieu of charging a fee.

Camping: If the Vendor wishes to camp with us while attending our campout, they pay the same campout fee.

Clean-up: To assure that areas are left in FCRV clean condition, a \$25.00 clean-up deposit is required. This will be returned to the vendor when he leaves, PROVIDING his site is left clean. The vendor is to place litter in containers provided for that purpose or take it from the premises with them.

Electricity

Limited electricity is provided at each space, inside or outside. Each vendor is entitled to one (1) fifteen (15) amp, 110 Volt outlet. Each additional 15 Amp, 110 Volt outlet will have a charge of \$5.00. If 220 volt service is needed, there is an added charge.

All 110 Volt extension cords must be in safe usable condition. They shall have at least 3-#12 wire and equipped with 3 prong grounded plugs. The Commercial Chairperson or someone acting in their behalf can refuse permission to use an extension cord, if they deem it unsafe and/or overloaded.

The use of generators to supply electrical power will be permitted only with prior permission of the Commercial Chairperson. NO generators are to be operated between the hours of 11:00 PM and 8:00 AM.

Set Up and Removal Time

Vendor's may start their set-up beginning at 12:00 NOON on Thursday before the opening of the Campout on Friday. The set-up should be completed by 12:00 NOON on Friday. REMEMBER that the camping families are due to start arriving starting Friday 12:00 NOON.

Vendor's may start removing their display beginning on 10:00 AM Sunday and should be completed by 4:00 PM. Special arrangements are to be made with the Commercial Chairperson fore early removal or for leaving outdoor displays on grounds past Sunday's deadline.

Selling Hours

The Commercial area, inside and outside, is to be open from 9:00 AM until 10:00 PM or until the people traffic dies down. Vendors shall be open for business during these hours. There shall be NO SALES between 10:00 PM and 9:00 AM.

Alcoholic Beverages

NO alcoholic beverages are to be sold at any MSA function. NO alcoholic beverages shall be visible to the public at vendor's display. If a vendor desires a drink of an alcoholic beverage, it must be done out of sight, in their unit. DRUNKENNESS will not be tolerated and can be grounds for removal from the grounds.

Raffles, Drawings, Etc.

Gambling is PROHIBITED at all MSA functions. All raffles and drawings require MSA Board approval.

Other Restrictions

THE FOLLOWING RULES WILL BE STRICTLY ENFORCED:

- No games of chance.
- No video games.
- No offensive materials.

Michigan State Sales Tax

Michigan State Sales Tax is the responsibility of the Vendor.

Health Department Permits

All vendors of food and food products that require local and/or State Health permits are to obtain such permits prior to the opening of their operation. They must maintain their operation in such a condition that they will pass Health Department inspections at all times.

Security

Vendors are responsible for securing their own displays. Displays are to be set up in a manner to discourage shop lifting.

Gate Passes

All Vendors will be supplied with Commercial Gate Passes for their sales staff. These passes must be displayed in the windshield of their vehicle, on the driver's side. **NO ONE WILL BE ADMITTED TO THE GROUNDS WITHOUT A PASS.** A parking area is to be provided as close to their sales area as practical.

Liability

Neither FCRV nor MSA shall be liable to the Vendor, his employees, agents, invitee or guests for any damage, loss or injury from fire, electricity, water, storm, riot, smoke, theft or any other cause.

Insurance

A current Certificate of Insurance shall be furnished to the Commercial Chairperson before the start of operations by the Vendor evidencing paid and current policies of insurance through the campout dates (including dates of Move-in and Move-out).

- A. Worker's Compensation Insurance as required by the laws of the State of Michigan.
- B. Public Liability Insurance with a minimum of \$500,000 per occurrence.
- C. Property Damage Insurance with a minimum of \$100,000 per occurrence.

- D. FCRV and MSA shall be named as an additional insured on all such policies and insurance certificates.
- E. All policies shall require ten (10) days prior written notification to Commercial Chairperson prior to expiration or cancellation.

Failure to provide evidence of such policies of insurance does not waive the obligation of the Vendor to indemnify, save and hold FCRV or MSA harmless hereunder.

Exhibit Care

Exhibits shall be made clean and orderly prior to the opening of the campout and shall be kept that way throughout the campout. A representative of the Vendor must be on duty at all times during commercial hours.

Sound Equipment

NO sound equipment and/or loudspeakers of any kind shall be allowed at or during the Campout.

Subletting

Subletting of space contracted is not permitted. If for some reason a vendor finds himself with a surplus of space, he should contact the Commercial Chairperson. They will aid in locating another vendor to take over any surplus space.

Cancellation

If for some reason a vendor finds that he cannot attend the Campout, a cancellation notice must be provided to the Commercial Chairperson in writing, at least two (2) weeks prior to the opening date.

Contract Regulations

By signing this contract, the Vendor agrees to abide by all of the rules, regulations and decisions of the Commercial Chairperson and the Campout Committee as well as the rules and regulations of the owners of the property where the campout is being held.