



Heath Agricultural Society

PO Box 10
Heath, MA 01346

Since 1916

Dear Concessionaires,

Thank you for your interest in the historic 106th Heath Fair, scheduled for **August 16, 17, and 18, 2024**. Your participation helps to make our fair the outstanding summer destination that it is.

We are continually making strides to market the best small fair in New England and ensure plenty of customers for you all -- the Massachusetts Agricultural Fair Association gave us seven awards last year including Best in Show for our marketing work! The 2024 lineup is shaping up and includes the usual superb combination of judged livestock shows, speakers, and music. Stay tuned for updates on this year's other attractions, and have a look at our website, www.heathfair.org, where we'll eventually post the full 2024 schedule.

In order for us to have a nice mix of food and craft vendors and to avoid duplication, we ask that you respond by email or telephone of your intent to participate in this year's fair as soon as possible (if you haven't done so already).

There are several critical pieces of information you need:

- 1. Registration and Fees.** The Heath Agricultural Society charges \$15/frontage foot for food vendors and \$8 for all others. Our Midway grid layout allows vendors to buy frontage in five-foot increments. Vendor space will start at 10-frontage-feet, and go up from there to 15-frontage-feet, 20-frontage feet, etc. Please assume that all spaces are at least 15' deep. ***The latest we can receive your registration form and payment is July 15, 2024.*** A registration form is attached. Your registration fee includes two vendor admission passes for the weekend. If you need additional passes, the cost is \$10 per vendor pass; you can purchase additional passes using your registration form or by contacting us anytime before the start of the fair.
- 2. Fire Safety.** Keeping the fair free from fires and other emergencies is vital, and fire codes are one of the tools that help us do that. Following the registration packet is a set of fire codes from Heath Fire Chief. Our Fire Chief will conduct fire inspections of each food vendor's tent site and gear; propane inspections will be folded into this overall inspection and the propane permit will be waived this year. The Fire Chief will conduct inspections at 3pm on Friday. You must be present for the inspection.
- 3. Temporary Food Permits:** Board of Health food inspections are also mandatory, and permitting must be completed using the Franklin Regional Council of Governments' online system. Go to www.frcog.org to complete the application (instructions included)
 - To complete the process the requisite documents are required to be attached to your application.
 - To save time, prior to going online be sure to have the items ready to attach to your application:
 - Up-To-Date proof of workers comp coverage
 - Up-To-Date ServSafe Manager Certificate(s), or its equivalent. Note: ServSafe Food Handler Certificate does not meet the qualifications and will not be accepted
 - Up-To-Date Massachusetts Allergens Awareness Certificate(s)
 - Proposed menu for the event

- Current license of your base of operations
- Copy of the most recent inspection of your base of operations
- Signed documentation verifying your approved use of the base of operations(BOO) or that the BOO is owned by you
- A drawing of your proposed set up
- After completing the application process including payment. you will receive an email when your Temporary Food Establishment Permit is issued. Your permit must be visible when operating.
- You may pay online in the permitting software, or you can send a check payable to FRCOG to 12 Olive St, Suite 2 Greenfield, MA 01301. Please put TFEP Heath and the name of your booth in the memo of the check.

The fee for the Temporary Food Permit is \$50.00 and must be paid using the online system. If you do not have Internet access please contact the Board of Health directly at 413.337.4934 ext. 8 for advice on how to complete the application. Please do so promptly, as all applications must be complete and finalized by August 7, 2024.

4. **Parking.** There is no parking on the Midway, and we need to enforce this for the safety of our fairgoers. As usual, we'll have a vendor parking area; ask when you get to the fairgrounds. You can drive to your Midway space before the fair opens each morning, but you cannot park there, and you cannot drive in and out during the day or evenings.
5. **Insurance.** Insurance is required for Food Vendors, but the Heath Agricultural Society strongly encourages that all businesses purchase liability insurance.
6. **Truth in Advertising.** Please note that the Heath Agricultural Society reserves the right to ask you to leave if you do not sell the product listed on your registration form. Vendors can only sell food and wares within their own pre-paid space on the Midway.
7. **Recycling.** The Heath Fair is constantly looking for ways to minimize trash and make the fairgrounds a "greener" place all-around. We'll be offering bins for both recycling and commercial composting through the Franklin County Solid Waste District, which means you'll see a divided trash system throughout the fairgrounds with three categories—trash, recyclables, and compost. Please ensure that you put all food waste in the compost containers located along the Midway.

We encourage food vendors to use recyclable and compostable beverage containers, plates, and cutlery and to label them as such, which will guide fairgoers when they head to the waste stations.

If you have any questions, contact us at 917.776.6155 or seancycle7@gmail.com. Please be patient with us in returning messages, as there's always a lot to do!

We appreciate your efforts to make the Heath Fair a fun and environmentally friendly weekend. Thanks for taking part and look forward to seeing you at the fair.

Sincerely,
Sean Patrick O'Neill