



## **NORTH SHORE KENNEL CLUB, INC. & MIDDLESEX COUNTY KENNEL CLUB, INC**

### **CONCESSIONS AGREEMENT**

This agreement is between North Shore Kennel Club, Inc. (NSKC), Middlesex County Kennel Club, Inc., (MCKC) and \_\_\_\_\_ for rental of concession space at \$5.00 per linear foot per day at the NSKC, Inc, MCKC, Inc, All Breed and Obedience shows and trials held June 13, 14, and 15, 2008 at Topsfield Fairgrounds, Rt. 1, Newburyport Turnpike (Exit 50 off I-95 to Topsfield, Massachusetts)

The following is agreed to by the aforementioned parties:

1. NSKC Overnight Parking & Emergency Response Coordinator Chairperson will be in charge of assigning placement of the concession space. All general vendor space will be indoors, except those vendors who specifically request to set up outdoors.
2. All monies for said space and permits are non-refundable and to be paid in full by June 2, 2008. Checks are to be made payable to North Shore Kennel Club, Inc.
3. Concession space will be confirmed by NSKC after monies have been received by the Concession Chairperson. If possible, confirmation will be via e-mail.
4. There will be no subletting or sharing of concession space.
5. Topsfield Fairgrounds, NSCK, and MCKC are not responsible for any damages or losses incurred to concession/merchandise/property of said concession space.
6. Concession holder will pick up at the end of the show and will place trash in designated area per the Overnight Parking & Emergency Response Coordinator Chairperson.
7. All concessions must be completely set up by 8:00 A.M. on Friday, June 13, 2008, unless other arrangements have been made and agreed to by the Concessions Chairperson. Concessions may be set up after noon on Thursday, June 12, 2008.

### **Procedures for Permits at Topsfield Fairgrounds**

The following procedures are to be followed by all organizations leasing the Fairgrounds for an event that requires vendor, sign, and/or inspection permits in order to do business in the Town of Topsfield.

#### **A. Vendor Permits for General Vendor Sales:**

1. All vendors are required to obtain a general vendor's permit. The fee for this permit is \$10 per day. Required information includes vendor name; complete address, including street and zip code; and Social Security number or Federal Identification number.

#### **B. Food Inspection Permits for Food Concessions:**

1. A food service permit (\$50.00) for a health inspection is required under Massachusetts Food Regulation CMR 590.00 by the Topsfield Board of Health.

2. A gas inspection permit (\$25.00) by the Topsfield Gas Inspector for concessions having L.P.G. tank installations is required under Massachusetts State Gas Code, Ch. 142 to insure that the gas connection is working properly.
3. Fire Inspection Permit (\$50.00) by the Topsfield Fire Department for concessions having L.P.G. tank installations is required under Massachusetts Fire Regulations 527 CMR 600.00 to verify the number of tanks, the last date inspected for current maintenance, and to check the tanks are secured in an upright position.
4. For weekend events, all concessions having L.P.G. tank installations are required to set up by 12:00 P.M. on the Friday preceding the weekend event, for gas and fire inspections.
5. Concession operators should contact the Board of Health Agent Rosemary Decie, at (978) 887-1520; the Gas Inspector Mark Osborne at (978) 887-1522; and the Fire Department at (978) 887-5148, ten (10) days prior to set-up, to schedule the inspections.

Name of Concession: \_\_\_\_\_

Type of Merchandise: \_\_\_\_\_

Name of Owner/Agent: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail address: \_\_\_\_\_

MA Tax Number (if available or state of origin): \_\_\_\_\_

Federal ID or Social Security Number: \_\_\_\_\_

PLEASE SIGN ALL COPIES AND RETURN WITH YOUR CHECK TO CONCESSION  
CHAIRPERSON:

CarolAnn Cinelli  
435 Chelsea St.  
East Boston, MA 02128-1419  
Tel: 617-561-1233  
E-mail address: [r.coletti@comcast.net](mailto:r.coletti@comcast.net)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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**CONCESSIONS AGREEMENT**

Concession Space: \_\_\_\_\_ linear feet X \$5.00/foot                      \$\_\_\_\_\_

Days attending (please check)

Friday, June 13 \_\_ Saturday, June 14 \_\_ Sunday, June 15 \_\_

Number of days checked above \_\_\_\_\_

Fee for concession space (multiply the first line by the second) \$\_\_\_\_\_

General Vendor's Permit (\$10 X days)    \$\_\_\_\_\_

Payment Enclosed (add fee for space and cost of permit)                      \$\_\_\_\_\_

Special needs/requests (i.e., handicapped, set-up time, etc.):

Signature: \_\_\_\_\_ Date: \_\_\_\_\_