

GENERAL RULES AND REGULATIONS FOR PARTICIPANTS/VENDORS

Rev. 21 Dec 2022

1. The Agriculture and Food Fair of the U.S. Virgin Islands (the Fair) is held annually on President's Day weekend in mid-February.
2. Applications will be available to participants/vendors annually on the first Monday in November or the following day if that Monday falls on a holiday. The closing date for applications will vary depending on the specific category.
3. Application fees will depend on the category and the number of spaces requested. Other fees including fire, health and licensing fees payable to the Government of the Virgin Islands may also apply. NO space will be assigned to participant until proof of paid fees are verified.
4. Booth(s) and tent(s) may be decorated two (2) days before the Fair weekend, from 8:00 a.m. to 5:30 p.m. All decorations must be in good taste and exhibits must be confined within the assigned booth(s) or tent(s) space(s). All participants must provide their own tables (except in the Food Pavilion and Farmers Market), if needed. Only schools and youth groups will be allowed to set-up their displays starting the Monday prior to the Fair.
5. ABSOLUTELY NO extensions or additions to booths and tents are allowed.
6. All booth/tent holders will be allowed to enter the Fairgrounds from 7:00 a.m. during the days of the Fair, or as specified by the Director of each category/area.
7. The Fairgrounds will be opened to the public from 9:00 a.m. to 6:00 p.m. during the Fair.
8. Booth/tent holders' vehicles must be removed from the Fairgrounds and parked in the designated parking area outside the Fairgrounds by 9:00 a.m. each day of the Fair. One (1) parking spot will be reserved per participating individual or organization.
9. Only permitted vehicles will be allowed on the Fairgrounds between the hours of 9:00 a.m. and 6:00 p.m. Parking for the physically challenged is permitted on the Fairgrounds in the Horticultural Nursery location, with paid entrance fee. Entrance is via the west gate and the appropriate sticker MUST be displayed and visible through the windshield.
10. Vehicles parked in violation of any parking restrictions will be TICKETED AND TOWED at the owner's expense. Fair vendors and their helpers are asked to observe all parking rules. Appropriate parking signs will be posted in and around the Fairgrounds.

GENERAL RULES AND REGULATIONS FOR PARTICIPANTS/VENDORS

11. Each vendor will be assigned one (1) Parking Permit for use in the restricted parking areas. This Parking Permit can be used to transport goods onto the Fairgrounds before 9:00 a.m. Additionally, ALL vehicles must be parked properly in the parking area. All vendors' helpers must park in the General Parking area if they do not have a Parking Permit.
12. Vendors who arrive late (after 9:00 a.m.) must hand-carry their merchandise to their booth(s) or utilize the transportation provided by the Fair Board of Directors.
13. All vendors are responsible for the entrance fee for their helpers, should the number of helpers exceed the allotted number of gate passes provided by their Director.
14. **ABSOLUTELY NO alcoholic beverages** shall be permitted, sold or consumed on the Fairgrounds.
15. **ABSOLUTELY NO carbonated beverages** shall be permitted, sold or consumed on the Fairgrounds.
16. **Absolutely NO** sale of any type of explosive devices (i.e., pop shots and pop shot guns) are allowed on the Fairgrounds. The sale of ammonium sulfide "stink bombs" or aerosol products such as silly strings are permitted. Violators will be immediately removed from the Fairgrounds.
17. T-shirts for sale on the Fairgrounds shall not portray or illustrate any guns, negative themes, illegal substances and obscenities.
18. The Directors of each area/category will hold meetings with vendors/participants prior to and, if necessary, during the Fair to ensure compliance with the Fair Rules and Regulations. Vendors will be issued spaces accordingly by the Director in charge of the following categories/area:

Crop Exhibit/Farmers market

Exhibitors

Food and Refreshment

Governmental Entities

Livestock Exhibit

Non-profit Organizations

Special Exhibit

Youth Activities

19. Each Director will outline to participants/vendors Fair restrictions, parking, and any other rules specific to their particular category/area at the Director's meeting. Absolutely no weapons, toy guns or knives are to be brought to or sold on the Fairgrounds.

GENERAL RULES AND REGULATIONS FOR PARTICIPANTS/VENDORS

20. There will be NO reimbursement of application fees after January 31 of any year. Additionally, there is a 20% non-refundable fee for all paid applications. No exceptions.
21. Baby chicks of ducklings shall only be sold to adults in quantities of five (5) or more. Chicks and ducklings shall only be sold in a sturdy container (no paper bags or plastic bags).
22. Off-island Participants:

There shall be no display or sale of alcohol or alcoholic beverages.

Participants will occupy an 8ft. x 10 ft. space with a 4ft. X 8ft. table.
23. Only animals authorized by the Director of Livestock Exhibit, for exhibition in the Fair shall be allowed on the Fairgrounds. The only exception shall be those used for disability assistance such as seeing eye guide dogs. No pets are allowed on the Fairgrounds.
24. The use of booths, tents on the Fairgrounds are subject to the Rules and Regulations herein and the laws of the United States Virgin Islands. Failure to obey the Rules and Regulations may result in immediate cancellation of the application and removal from the Fairgrounds, with NO refund of fees to violators. All vendors must obey the laws of the United States Virgin Islands and the Rules and Regulations of the Fair as listed on the application and in this booklet.

FARMERS' MARKET RULES AND REGULATIONS

All general Rules and Regulations apply to the Farmers' Market. Additional rules include:

1. Only locally-grown produce (fruits, vegetables, herbs, ornamentals, fruit trees and honey) shall be sold in the Farmers' Market. Noted Exceptions are plants/nursery stock, which have been on island for a period of ONE YEAR OR MORE. Violators will be asked only ONCE to remove products which are of suspicious origin. If the products are not removed, the VIPD will be called to remove the violator. Participants may be asked to show import documents to the Director if one-year plants are sold.
2. Permitted produce include nutmeg, cinnamon, clove, mace, bulk teas and condiments.
3. ONLY PARTICIPANTS/VENDORS who attend or are represented at the meeting called by the Director of Crop Exhibit will be assigned booth space(s).
4. Only locally-made, non-chilled, non-carbonated bottled juices shall be sold in the Farmers' Market.

GENERAL RULES AND REGULATIONS FOR PARTICIPANTS/VENDORS

5. **NO** bottled water shall be sold in the Farmers' Market.
6. **NO** roasted peanuts, pates, roti, tarts, or candies shall be sold from booths.
7. All booth holders/vendors/participants are expected to keep their products within the confines of their assigned booth space(s).
8. **NO** extensions are allowed on booths. Decorations must be in good taste and meet the approval of the Director of Crop Exhibits.
9. Preserves and consumable value-added products are **ONLY** allowed to be sold in sealed containers (i.e., bottles, sealed packages, bowls, jars and cups).
10. **NO** "spooning out" or sampling of any preserve shall be allowed.
11. Preserved items allowed to be sold include jams, jellies, pepper sauces, pickled vegetables, chutneys and pound seasoning.
12. **NO** non-agricultural or non-consumable products shall be sold in the Farmers' Market.
13. **The Farmers' Market will be open for business after the Opening Ceremony of the first day of the Fair.** All doors in the Farmers' Market will remain closed to facilitate the Opening Ceremony and the judging of booths.
14. **FAILURE to obey** the Rules and Regulations of the Agriculture and Food Fair of the U.S. Virgin Islands may result in the immediate cancellation of the Fair application and removal from the booth(s) with **NO REFUND**.
15. Farmers/vendors are asked to minimize theft of each other's plants and produce by following the precise instructions of the Director. Farmers are encouraged to be present during the opening of the market in the mornings and to stay in their booth(s) during closing.

END