The Pennsylvania State University-Ag Progress Days Onsite Sales Agreement

Acceptance of Onsite Sales Policy (PLEASE PRINT OR TYPE) By signing below, the exhibitor requests permission to sell the items listed and the exhibitor understands and agrees to comply with the rules and regulations.

Company Name: ___________________________ Booth Label: ___________________________

Onsite Contact Person: ___________________________ Cell Phone: ___________________________

Please list the types of items you wish to sell at your exhibit booth or lot: ___________________________

____________________________________________________

EXHIBITOR SIGNATURE ___________________________ DATE ___________________________

Rules and Regulations

1. All exhibitors conducting sales (to include credit card, money orders, cash, checks, and placing orders) must have a Pennsylvania Sales Tax Identification Number and are obligated to report sales tax to the appropriate tax authority. Prior to the start of the show, you must have a valid PA Sales Tax License.

2. All items sold must be Ag related or for the betterment of the agricultural community. Items sold must be of good quality, reasonably priced, and conducive to the tone and atmosphere of the show. Show management reserves the right to limit the number of a certain type of vendors and will not allow vendors to sell only clothing, jewelry or craft items.

3. Items will not be permitted to be sold with deceptive labels such as “Miracle,” “Wonder,” or “Amazing.” Penn State's Show Management, at its sole discretion, reserves the right to remove an item for sale or stop sales completely by an exhibitor.

4. At least one of every item brought to the show must remain on the exhibitor’s site until the close of the show on Thursday. All items sold during show hours must be hand-carried. No large items that are sold will be loaded or removed with a vehicle or mechanical transportation until after that show day’s closing.

5. All vendors with sales must be courteous to surrounding vendors as far as noise, selling methods, and policing of trash generated from their lot. Displays must be within your marked exhibit space and adhere to the road setback. Any complaints received by management will be dealt with individually with Penn State's Show Manager’s decision being final.

6. Food or beverage shall not be provided by any exhibitor to the public, without permission of The Pennsylvania State University.

NOTE: Information on the PA Sales Tax License Application, you may contact the PA Dept. of Revenue District Office, 425 Main Street, Johnstown, PA 15901 - 1808 or call 814-533-2495. Application Form (PA 100) is available to submit online at www.PA100.state.pa.us or visit the website www.open4business.state.pa.us for downloadable forms.

Penn State is committed to affirmative action, equal opportunity, and the diversity of its workforce.