

**2018 SKAGIT COUNTY FAIR
Food Concession Space Application**

Dates: August 8 – August 11, 2018 **Hours:** 10:00 am - 10:00 pm daily

Contact Number: 360-416-1350 **Email:** aricg@co.skagit.wa.us

Note: This application does **NOT** guarantee space for the Fair. **DO NOT SEND MONEY WITH APPLICATION.**
PLEASE TYPE OR PRINT CLEARLY. All information must be completed or application WILL NOT be accepted.
Mail completed application to: Skagit County Fair, P.O. Box 1326, Mt. Vernon, WA 98273

Company Name: _____ Contact Name: _____

(Name to be used throughout the Fair)

Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____ Cell: (_____) _____

Email: _____ Company Website: _____

SIZE OF FOOD VENDOR SPACE REQUESTED:

_____ Size Requested _____ Do you have a Trailer, Tent, or Other? _____

\$500.00 per booth will be due up front (by June 29th). This will be subtracted from the total due by the vendor at the end of the Fair.
At the end of the event, the Fair will collect 20% of gross sales minus sales tax. If the total due to the Fair at the end of the event is less than \$500.00, no refund will be given (nor will any money be collected). Please see page 2 for cash register requirements.

Amount of Power Required (no extra cost)
circle one
 125v/250v 50A
 125v/250v 50A
 120v 20A
 120v 30A

If you want two food vendor booths in different locations, please use a separate form for each food booth space needed.

Have you or your company, ever exhibited at the Skagit County Fair? Yes _____ No _____

If yes, when _____ with what company? _____

******RETURNING VENDOR FROM 2017 Fair***??: YES NO FOR RETURNING VENDORS FROM 2017: TO RECEIVE PRIORITY CONSIDERATION FOR YOUR SPACE FROM LAST YEAR, APPLICATIONS MUST BE RECEIVED BY April 23, 2018.**

FOOD LIST: Products not listed on this application will not be allowed. Include photograph(s) of booth set-up, product(s), and menu WITH PRICING. (These items will become the property of the Fairgrounds and will not be returned.) All requests for changes to original product list must be approved by fairgrounds staff.

REFERENCES: List all fairs, festivals, or consumer trade shows in which you have participated. _____

I have read the General Rules and Regulations and agree to abide by the rules and regulations stipulated in the actual contract should space be available. By signing this application, I hereby authorize the Skagit County Fair to secure information concerning any of the above facts from companies listed.

Signature of Authorized Representative

Date

GENERAL RULES AND REGULATIONS – FOOD VENDORS

Exclusivity: THE SKAGIT COUNTY FAIRGROUNDS DOES NOT OFFER EXCLUSIVITY ON PRODUCTS OR SERVICES.

Payment Schedule (If accepted): Final Contracts issued are due with your \$500 up front space fee no later than **June 29, 2018**. Failure to pay the space fee in full by the due date may result in cancellation of the contract and forfeiture of any fees paid. For figuring out the percentage owed to the Fair, you must turn in daily records of sales each day of the Fair, but the final payment will be due the day after the Fair, Sunday, August 12th. More information will follow in your vendor packet (if you are accepted)

If accepted, vendor's agrees that:

1. Subletting or apportioning space is prohibited.
2. Food sales or giveaways MUST apply for permit or exemption from the Skagit County Health Department.
3. They will comply with all federal, state, and local laws, including but not limited to laws relating to sanitation and health.
4. They will report and pay all federal, state, and local taxes due as a result of operation under this agreement.
5. They will attend and keep booth open the entire time the Fair is in operation.
6. They will keep all activities and advertising in their assigned space, within established parameters.
7. They will abide by all conditions, rules, and regulations, written or oral, made by Fairgrounds Management at any time.
8. The Fairgrounds Management may, at their sole discretion, close any booth deemed inappropriate, hazardous, or in violation of Fair rules and regulations including those established by the County Risk, Health Department and City of MV Fire Departments.

Cash Register Requirements for Food Concessionaires

Each food stand must have cash register(s) which comply with all of the following:

- Readable tape
- Customer display (picot display suggested)
- Continuous Grand Total (unable to be reset by concessionaires)
- Cumulative "Z" counter
- "X" reading
- 30-day back-up battery
- Consecutive transaction number
- Key protector recommended
- Price Look Up (PLU) or present keys

Food Vendors MUST provide:

Food Vendors shall provide proof of insurance for general comprehensive liability in an amount not less than \$1,000,000.00 per occurrence to cover their activities during the term of their Contract. Proof of insurance shall be in a form acceptable and approved by the County. Please send your certificate of insurance to the Parks/Recreation/Fairgrounds Department as follows via Email: aricg@co.skagit.wa.us;

The Certificate of Insurance **requires a CG 20 10 ; CG 20 26 or equivalent endorsement page. The endorsement page will include the policy number and 'Skagit County' listed under the section: Additional Insured or Organization.**

We require the following clause on the certificate:

"Skagit County, its officials, employees and agents are additional insureds with regards to the attached endorsement page"(please list the identifying number of the endorsement page).

The following information must be the only information shown in the **"CERTIFICATE HOLDER"** box:

**Skagit County
Attn: Fairgrounds
1800 Continental Place
Mount Vernon, WA 98273**

Additional Requirements for Food Vendors:

Post your menu with prices of all items in a prominent place.

Provide own commercial grade extension cords where necessary.

We would appreciate all Trailers being skirted but it is not required.

Mail completed application to:

Skagit County Fair, P.O. Box 1326, Mt. Vernon, WA 98273

DO NOT SEND ANY PAYMENT WITH APPLICATION!

Once you have been 'accepted' as a vendor in our Fair, you will receive a contract which you will return signed along with your full booth payment no later than 6/29/18.