

**Wednesday, August 29 - Monday, September 3, 2012**

**Attention Fair Vendors:** The Monterey County Fair will continue with Labor Day weekend dates. **We will open our gates on Wednesday, August 29<sup>th</sup> and close them on Monday, September 3<sup>rd</sup>.** Please find enclosed the 2012 concession application. Attendance for the annual fair in 2012 was approximately 73,000.

1. All applications must have a **\$100.00 deposit** in the form of a check, Visa, Master Card or American Express information enclosed in order to be considered. **DO NOT SEND CASHIER CHECK OR MONEY ORDER!!** The deposit is refundable **ONLY** if your application is not accepted to receive a contract. If selected for a contract, the \$100 deposit will be applied toward your booth rental fee. Once you have been accepted the \$100 is non-refundable.
2. Prior year's exhibitors will be given first opportunity to participate in this year's fair. **All 2011 exhibitors interested in returning must have applications in to the fair office by January 31, 2012.** If your application is not received by January 31, 2012 spaces will be first come, first serve. If your application is accepted, we will forward contracts for your signature.
3. All exhibitors are expected to provide a professional presentation. Products and prices are to be displayed clearly. Exhibitors are not permitted to sell or give away items outside of their designated area. Any giveaways must be approved by Fair Management. **Alcohol consumption is prohibited in your booth during fair hours.**
4. Lists of all items you intend to sell or display must be submitted with your application, please include brand names if possible. Food Concessionaires: Please note that no glass bottles or cans will be permitted on the Fairgrounds.
5. Each vendor will be given (24) passes for a food booth, and (50) passes for a 501-C non profit organization. Additional worker passes may be purchased at the administration office for \$4 each. Fair management will monitor the number of worker passes purchased and may refuse to disburse an inordinate number of passes.
6. All commercial & concession exhibitors are required to be set up and ready to operate by 10:00 p.m. on Tuesday, August 28, 2012. There will NOT be any Vendor Check-in on Saturday, August 25 and Sunday, August 26. Setup will begin Monday, August 27. If you need to make special arrangements for set up you must make that request & arrangements with the Fair by Wednesday, August 1, 2012. **Your booth is required to be staffed at all times during the fair.** An unoccupied booth has little value to you or our fair patrons. If a booth is not staffed you may be asked not to participate in the future and/or charged a fee.
7. All exhibitors are required to supply the Monterey County Fair with a current certificate of insurance with general liability coverage in the amount of \$1,000,000. The Monterey County Fair will need to be named as additional insured as outlined in the insurance statement attached to your contract. You may purchase insurance through the administration office for a fee of \$125. If you have insurance through CFSA, please include your insurance number on your application (page #2).
8. PLEASE NOTE – A limited number of RV Spaces will be available on the fairgrounds at the rate of \$375 per week for RV's over 25' in length and \$325 per week for RV's 25' and under. The RV fee covers arrival no earlier than 8 AM Monday, August 27 and departure no later than noon Tuesday, September 4. If you must arrive before the 27<sup>th</sup> or leave after the 4<sup>th</sup>, prior approval must be obtained from the fair office and payment in the amount of \$40 per additional night returned to the fair with your signed contract, will secure your RV Space. (All stock truck/trailer spaces will be sold by the week as well; Monday, August 27<sup>th</sup> through Tuesday, September 4<sup>th</sup>. Please see fees on application form.)
9. If your organization is a non-profit 501-(C) please provide documentation from the Internal Revenue Service including affidavit of tax exemption. This is a mandatory requirement and documentation must be submitted with application.

**We have established these requirements for the benefit of our exhibitors and fairgoers. Our goal is to provide a wide variety of products and services for both the enhancement of our fair and the enjoyment of the fair patrons. Thank you for your inquiry, we hope to see you at the Monterey County Fair.**

Monterey County Fair, 7<sup>th</sup> D.A.A.  
 "Very Berry Extraordinary!" August 29 – September 3, 2012

**Concession Application**

**Don't forget the \$100.00 Deposit**

2004 Fairground Road Monterey, CA 93940  
 Phone 831-372-5863 Fax 831-372-8248  
 www.montereycountyfair.com

For Office Use Only	
Accepted:	_____
Account #:	_____
Contract #:	_____
Initial & Date:	_____
	Entered in Master List
	Contract Sent
	Insurance Received
	Contract Received

Business Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Postal Code: \_\_\_\_\_ E-mail: \_\_\_\_\_

Day Phone: ( ) \_\_\_\_\_ Evening Phone: ( ) \_\_\_\_\_ Fax #: ( ) \_\_\_\_\_

California State Board of Equalization Permit #: \_\_\_\_\_

Federal Tax I.D. #: \_\_\_\_\_ Product Liability Insurance: \_\_\_\_\_  
 Private Carrier  CFSA # \_\_\_\_\_

Would you like to purchase CFSA Insurance through the Monterey County Fair for \$125? YES NO

**Concession Stand Requirements**

\*\*Concession Stands must be approved by the Monterey County Health Department. Tents are not permitted. \*\*

**Dimensions of Food Rig:** \*Stand should be in ready to serve position when measurements are taken, include open awnings, counters, storage, BBQ's, fencing & hitch.

Front Footage \_\_\_\_\_ Depth \_\_\_\_\_ Height \_\_\_\_\_

Select One: \_\_\_\_\_ Side Serve \_\_\_\_\_ Front Serve

Type of Stand:  
 \_\_\_\_\_ Self Contained Food Trailer \_\_\_\_\_ Portable Metal  
 \_\_\_\_\_ Portable Wood \_\_\_\_\_ Other

If other, please describe stand: \_\_\_\_\_

For Office Use Only	
Booth # _____	RV # _____
# Passes _____	Stock Truck _____
Paid \$ _____	of \$ _____
Receipt # _____	Date: _____
Paid \$ _____	of \$ _____
Receipt # _____	Date: _____
Balance Paid \$ _____	
Receipt # _____	Date: _____

**Utilities Used:** \_\_\_\_\_ Propane Gas \_\_\_\_\_ Sewer \_\_\_\_\_ Used Oil Bin\*

\*All used oil must be poured into Oil Bin Provided. Original Oil Boxes or other Containers are not acceptable for disposal. Anyone not complying with proper disposal methods will be charged a clean up and disposal fee.

**Electricity Requirements:** Voltage \_\_\_\_\_ Wattage \_\_\_\_\_ Amperage \_\_\_\_\_

\$50.00 will be charged for any additional 220v, 50 amp circuits

**Water Requirements:** Yes \_\_\_\_\_ No \_\_\_\_\_

\*\*Please submit an updated picture of your selling space. Food Concession Rates: \$625 minimum guarantee vs. 22.5% of gross sales after taxes, whichever is greater.\*\*



**RV/Stock Truck/Dead Storage Requirements**

All R.V.s and Stock Truck rentals have an arrival date of Monday, August 27 with departure date of Tuesday, September 4, 2012. To guarantee site, fill in completely.

**R.V. Space for rigs 25' and under \$325.00 per week.**

Length of RV: \_\_\_\_\_ft.      Number of Slid outs: \_\_\_\_\_      Satellite Dish: \_\_\_\_\_  
Space is very limited.      Water, sewer and electrical hook ups.

**R.V. Space for rigs over 25' \$375.00 per week.**

Length of RV: \_\_\_\_\_ft.      Number of Slid outs: \_\_\_\_\_      Satellite Dish: \_\_\_\_\_  
Space is very limited.      Water, sewer and electrical hook ups.

**Stock Truck/Trailer Space with No Electrical Hook Up \$200.00 per week:**

Stock Truck/Trailer length: \_\_\_\_\_ft.      **No electrical hook up provided.**

**Stock Truck/Trailer Space with Electrical Hook Up \$250.00 per week:**

Stock Truck/Trailer length: \_\_\_\_\_ft.      Amps required: \_\_\_\_\_

**Parking**

Each vendor will receive a week's concession pass allowing access to the grounds allowing deliveries during non-fair hours. There will be no vehicles parked on the grounds of the Monterey County Fair unless it is a tow vehicle with your RV or a stock truck. All parking violators will be towed at the owner's expense. Vehicles absolutely do not move on the grounds while the fair is open to the public. The safety of our fairgoer will always come first. If necessary, a person will be made available to assist in transporting items to your booth during the open hours of the fair. **Parking at the Monterey Pines Golf Course is NOT available this year. Off site parking will be available and all vendors will shuttle to/from the fairgrounds.**

**Please submit this application as soon as possible and be as thorough as possible**, we receive many more applications than we can accept. Please submit an updated picture of your selling space. Only applications with \$100 deposit will be accepted. Submission of your application does not guarantee your acceptance in the Monterey County Fair. If your application is accepted, we will forward a contract. If your application has been accepted and your \$100 deposit receipted in your deposit becomes non-refundable.

I agree to abide by the rules and regulations stipulated in the agreement should space become available. I understand that this application in no way implies or guarantees that space will be offered. The Monterey County Fair reserves the right to refuse any application, or to relocate a concessionaire or commercial exhibitor at any time for the betterment of the fair.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date