

2008 Benton County Fair & Rodeo, July 30 –August 3

Food Concessionaire Application

Business Name: _____ Date: _____

Name of Food Booth (if different) _____

Contact Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Day Phone: _____ Mobile Phone: _____ Fax: _____

Email Address: _____

Website Address: _____

Type of Food (**attach complete menu with prices**): _____

Booth dimensions: ___ Trailer ___ Free Standing _____ ft wide (front) _____ ft deep (side)

Amount of **extra** space needed for food operations, storage, prep areas (include hitch and door clearance) _____ ft behind booth _____ ft beside booth (___ left side **or** ___ right side)

– Prep areas must be blocked from public view

Electricity requirements. One 20-amp circuit is included with each space. Additional power needs will be provided for at an additional charge – see Vendor Information Page.

List **all** appliances and their power draw. The power plate on each appliance will have the following information. Include all light bulbs in your booth.

Appliance	Amps or Watts	Appliance	Amps or Watts
		Total Wattage of Lights	
		TOTAL WATTAGE NEEDED	

Truck or Stock Trailer? Yes/No _____ Size of truck or trailer: _____ ft wide _____ ft long.

Does this truck or trailer need power? _____ (Complete the table below for stock trailer needs)

Appliance	Amps or Watts	Appliance	Amps or Watts

Camping: Filled on a first come, first serve basis

___ Nights: Arrival Date: _____ Depart Date: _____ RV/Camper/Tent Size ___x___ (include slides)

Trailer or Motor Home (circle)

Full Hook-Up (\$30/day) _____ Power & Water (\$25/day) _____

Spaces and services are limited. Showers and laundry are available for all campers

Fair Dates: July 30 – August 3, 2008

Fair hours: Wed-Sat Noon-11 pm, Sun-Noon-7:30 pm
Commercial & Exhibit Buildings open to the public: Wed-Sat Noon-10 pm, Sun Noon-7 pm
Fair Office (Carriage House) hours: 8 am- 8 pm during Fair

Buildings are open to vendors at 11 am and to the public at Noon. Buildings close @ 10 pm. Except Sunday close @ 7 pm

Indoor Space, Benton Arena	Electricity 500 Watts, 120V provided with space Additional 500 watts \$25
10' x 10', with pipe & drape(see map/application for pricing)	220V Hook up – minimum charge \$200
Outdoor Space	Please be sure to indicate if 220V are required All electrical cords must be at least 12 gauge and no longer than 25 feet; Food vendors may have longer cords. See #9 of Contract Terms and Conditions.
10' x 10', space only (see map/application for pricing)	
10' x 10' canopy \$125 + space fee	
10' x 20' canopy \$175 + space fee	
Sidewall (per lineal foot) \$2	
Lights (per space) \$50	
Food Vendors	Tables & Chairs must be ordered in advance
Basic Space Fee \$350	Tables (per each for all 5 days) - \$15
(Includes space for Concession stand with prep area)	Chairs (2 free with each booth additional per each for 5 days) \$2
Commission (on gross sales) 15%	Stock Truck/Trailer Permit \$50
	Red Lot Parking \$50

Package Delivery

If you have packages delivered to the Fair Office, it is your responsibility to pick up your packages without notification from the Fair Staff. If your packages are arriving COD, please arrange with Fair Staff in advance.

Applications and Contracts - Commercial space applications require a \$100 reservation fee. If you do not receive a contract for space, the fee will be refunded. Refunds **will NOT** be made for cancellations. The Fair will try to honor requests for specific locations, but will not guarantee requested placement.

NOTE: ALL VENDORS WILL BE REQUIRED TO SUBMIT A CERTIFICATE OF INSURANCE SHOWING LIABILITY COVERAGE

Setup:

Tuesday, July 29, 2008 – 9:00 am to 9:00 pm
 Wednesday, July 30, 2008– 8:00 am to 10:00 am

Teardown:

Sunday, Aug. 3, 2008 – 7:00 pm to Midnight.
Vehicles allowed on grounds starting at 8:00 pm
 Monday, Aug 4, 2008 – 8:00 am to 5:00 pm

****BOOTHS MUST REMAIN OPERATIONAL THROUGH SUNDAY EVENING. VENDORS WHO TEARDOWN THEIR BOOTHS EARLY WILL BE FINED \$200.00, AS THIS TAKES AWAY FROM EVERYONE’S FAIR EXPERIENCE!**

Vehicles and Parking

- Vehicles are allowed on the grounds only until 11:00 am daily.** Vehicles may only enter through the Red Lot gate.
- Vendors will receive daily parking passes for use at either the West or South (public) parking lots.
- Only food vendors will be allowed to purchase Red Lot passes.
- Pedestrians may enter the Yellow Gate (south lot) beginning at 8:00 am.
- Vehicles not displaying appropriate passes in designated areas will be towed at owner’s expense.**
- Handicapped Parking: The Fair office will exchange 5 daily parking passes for one Season Red Lot parking pass with proof of need in the form of a State-issued handicapped parking permit.

Passes*	Season Red Lot Parking Pass (North lot)	Daily Admission Passes (per space)	Daily Parking Passes (West or South lots)
Commercial Exhibitor	N/A	20	10
Food Booth	\$50/vehicle	20	10

*Additional passes may be purchased from the Fair Office.

SEE YOUR CONTRACT FOR MORE DETAILED INFORMATION



FIRE SAFETY REQUIREMENTS

OUTDOOR CARNIVALS & FAIRS

- Emergency access roads shall not be obstructed at any time. (Loading & unloading is permitted with an attendant present at all times).
- Tents over 200 square feet & canopies over 400 square feet shall require a special fire code permit from the Corvallis Fire Department (766-6961).

CONCESSION STANDS

- Stands shall have a minimum of 10 feet of clearance on two sides.
- A minimum rated 2-A:40 B:C rated fire extinguisher shall be provided at each stand where cooking occurs. Extinguishers shall be serviceable and located in an easily accessible and visible location.
- A “K” Class fire extinguisher shall be provided where deep-fryers are used.
- Electrical equipment and installations shall be in serviceable condition and not overloaded or subject to damage.
- LPG gas containers should be secured from tip-over & all connections should be leak tested daily and every time a cylinder is replaced (a soapy solution shall be used for leak testing).
- All cooking appliances shall be listed or otherwise approved for it’s particular use.

MIDWAYS

- Fuel tanks shall be of adequate capacity to permit uninterrupted operation during normal operating hours. Refueling shall be conducted only when the ride is not in use.
- Internal combustion engines shall be isolated from contact with the public by either physical guards, fencing or an enclosure.
- A minimum of one 2-A:10B:C fire extinguishers shall be provided within 75 feet of all areas. Extinguishers shall be serviceable, accessible, and visible. Exterior extinguisher signs may be required, e.g. “*Fire Extinguisher Inside*”.

If you have any questions regarding any of these requirements please give the Corvallis Fire Department call at (541) 766-6903.

