



“Where Tradition Meets Innovation”

Dear Food Concessionaire,

Thank you for your interest in the 2019 San Mateo County Fair! Preparations for the 85th County Fair are well underway. We are excited to bring back a great selection of delicious fair eats for fairgoers while offering the community educational and entertaining exhibits. With quality food concessionaires, we are able to offer the San Mateo County community the best and we encourage you to apply to be a food vendor for our Fair on June 8-16, 2019. We have a few updates that we would like you to be aware of when considering applying.

NOTES TO REMEMBER

- **Healthy Food Fare:** We strongly encourage our concessionaires to participate by including one healthy fare dinner-entrée. It must be approved by the Healthy Fare Department.
- **\$3 Taste of the Fair:** Our goal is to give our fairgoers a chance for ONE FULL DAY to taste the Fair at same size portions for just \$3.00.
- **Utilities/Power:** It is important to specify exactly how much power/electricity you will need; additional needs may not be granted.
- **Sales Tax:** Food concessionaires are required to include sales tax in their menu prices. All pricing approved on the contract will include sales tax.
- **Propane Gas Tanks:** Propane gas tanks are not allowed to be secured to the buildings. All propane gas tanks must be secured, upright and strapped to your food trailers.

We look forward to receiving your application. Please fill out the documents in complete and return them through email scanned or mailed back. **Do not send any payment with your application;** the minimum guarantee and the additional fees will be stated on the contract once accepted into the San Mateo County Fair.

Please do not hesitate to contact the San Mateo County Fair if you have any questions.

Sincerely,

Justin Aquino

Justin Aquino | Fair Operations Manager

San Mateo County Fair

2495 S. Delaware St, San Mateo, CA 94403

Ph: 650-574-3247 | Fax: 650-574-3985

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JUNE 8-16, 2019
FOOD CONCESSIONAIRE APPLICATION

Applications are due **Friday, February 1, 2019.**

This application for food concessions. This is not a contract, nor a guarantee for space.

GENERAL INFORMATION:

Business Name: _____

Stand Name: _____

Contact Name: _____ On-Site Contact: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Business Phone: () _____ Residence Phone: () _____

Cell Phone: () _____ Fax: () _____

Email: _____

Website: _____

PROPOSED FOOD PRODUCTS & PRICES (OR ATTACH FULL MENU):

Menu Items & Prices may not be changed before the first day of Fair, or your stand will incur a fine.

****Prices must include sales tax!****

1. _____

2. _____

3. _____

4. _____

5. _____

** Only approved items and prices will be listed on your Contract. 2019 Established Beverage Pricing and Soft Drink brand exclusivity information will be handed out before Fair.*

“\$3 TASTE OF FAIR” PROGRAM:

The San Mateo County Fair would like to introduce you “Taste of Fair” program for our 2nd year! Our goal is to give our fairgoers a chance for **ONE FULL DAY** to taste the Fair at sample size portions for just \$3.00. This allows our community to sample our wonderful Food Concessions; making them want to come back for more tastiness!

Date for “Taste of Fair”: Thursday, June 13th / All Day: 12:00pm – 9:00pm

Item Selected for Taste of Fair: _____



HEALTHY FOOD FARE:

The San Mateo County Fair strongly encourages our concessionaires participate in the “Healthy Food Fare,” by including **at least one healthier entrée choice** to your menu. Attached you will find the application and procedures.

We will inform you if your proposed option is approved by the San Mateo County Health Department

INTERNAL FUNKY FOOD CONTEST:

The San Mateo Fair Team would like to announce “Funky Food Contest”. This is a fun **optional** food contest for vendors to participate and become creative with their Food! Our CEO Dana Stoehr and the Fair Team will be the testers, and you can earn yourselves **MONEY**. Tasting will be on Saturday, June 15th and Prizes will be handed out Last Day of Fair! This funky item will need to be served to public throughout the whole 9 Days of Fair, and added to your contract. It CANNOT be a regular item from your original Menu. (TIP: search on Pinterest! Examples: BBQ in a Cup, Red Velvet Funnel Cake, Apple Pie Fries, Korean Fries)

1st Place earns \$200 & 2nd Place earns \$100

Item Selected for the Funky Food Contest: _____

CONCESSION STAND REQUIREMENTS: *(Tents are not permitted)*

Service From (if facing front of stand): Front _____ Side _____ Both _____

Total Stand Size (including counters/awnings/doors): Front _____ Depth _____ Height _____

Side the Hitch is on (if facing front of stand): Right _____ Left _____

Number is Registers you will be using: # _____

Utilities Needed: (circle one if needed) Grey Water Tank Grease Barrel

(All used oil must be poured into oil bins provided. Original oil boxes or other containers are not acceptable. Non-compliance with proper disposal methods will be cause for a cleanup and disposal fee.)

Does your staff currently wear uniforms when operating? YES NO (Circle One)

ELECTRICITY REQUIREMENTS:

Request are not guaranteed, and additional charges may apply. PLEASE SELECT ONE BELOW

50 Amp/208 Volt 30 Amp/125 Volt 20 Amp/GFI Standard Outlet

Please Circle your Adapter Type: (circle one) 2 Prong 3 Prong 4 Prong

RV/STOCK TRUCK/DEAD STORAGE NEEDS:

Please indicate what you need below. All Spaces will not be assigned or confirmed until contract has been signed and deposit has been paid. **You are only guaranteed 1 RV space Maximum; a request will be needed for a 2nd RV space.**

RV _____ Stock Truck *(no electricity provided)* _____

REFERENCES: *(new vendors only)*

Please list (3) recent county fairs or events at which you have exhibited.

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(Year, Name of Fair / Event, Contact Person, Phone Number)

1. _____
2. _____
3. _____

REQUIRED DOCUMENTS:

The following documents are required to be on file before any set up can occur. Deadlines will be listed on your contract.

California Seller's Permit/Resale Permit #: _____

- You must have a seller's permit # in order to sell your product at the Fair AND must include the San Mateo County Fair as a sub-location. Will be required to provide documentation if contracted.

Insurance: Please select below-

_____ I have my own insurance

- You must provide proof of general and product liability of insurance of \$1,000,000.00

- **BEFORE your policy is sent over please have your carrier add the following to your certificate:**

"June 8th – June 16th, 2019 "The State of California; The San Mateo County Exposition and Fair Association; San Mateo County; entities (public or non-profit) operating as California designated agricultural fairs; their agents, directors, officers, servants, and employees are made additional insured, but only insofar as the operations under this contract are concerned."

_____ I am on the CFSA Master List: Number _____ Exp. Date: _____

_____ I need to purchase Special Event Insurance through the San Mateo County Fair for the cost of \$175.00.

(Fee will be added to your total balance)

Photo: You MUST submit a photo of your Concession Trailer

The deadline for submitting your application is **Friday, February 1, 2019**. Any applications received after this date will be put on the waiting list until space becomes available and you will be contacted at that time.

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If you are selected to participate, you will be issued a contract and payment schedule. We will not be contacting you before this time unless we have questions regarding your application.

Typically, fees per concession stand are a minimum guarantee of **\$2,500.00, versus 25% of gross sales**, whichever is greater. A charge per stand is required for general utilities, which includes electricity and water. A San Mateo County Health Permit and any applicable fees are also required. Limited RV and Stock Truck Facilities are available for an additional fee.

I agree to and abide by any future rules and regulations in the Exhibitor's Handbook and any future contract, should space become available. I understand this is not a commitment by the applicant nor is it an offer of space by the San Mateo County Fair.

Printed Name

Date

Signature

Title

Please return this application to:

Justin Aquino- Fair Operations Manager
San Mateo County Fair
2495 South Delaware Street, San Mateo CA 94403
Email: jaquino@smcec.co