



SAN MATEO COUNTY FAIR

CONCESSIONAIRE APPLICATION PACKET

June 3 - 11, 2023



PLEASE READ BEFORE COMPLETING APPLICATION

This is not a contract, nor a guarantee for space.

Incomplete applications will not be accepted.

Completed Application form **MUST** be accompanied by:

- TYPED** menu with all items and proposed prices (SALES TAX INCLUDED). If selected, a formal menu will be negotiated.
- Recent photos** of your food stand(s) with application; day, night and backyard.
- Footprint of your food stand(s)** is required. Include the service support area in operational form. Be very specific for all dimensions (i.e., if hitch is not removable, please include in size of unit).
- Copy of your **California Seller's Permit** and Food Handlers (ServSafe) Certificate is required with your application. Food Handlers certification is required by the State of California (exceptions: prepackaged food and beverage carts).
- Completed [Temporary Health Permit Application](#).
- Completed **RV/Stock truck application(s)**. Limited RV and Stock Truck Facilities. Filling out the application is **not a guarantee for space**.
- Completed **Golf Cart** application
- 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 language to your certificate:
"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."
Certificate Holder: San Mateo County Fair

If you are on the **CFSA Master List**, please provide the following: Number _____ Exp. Date: _____

Important notes:

- Each vendor **must have an approved cash register or POS**.
- Each vendor **must accept credit cards**.
- Each vendor must make hand sanitizer available for guest usage.
- Fees per concession stand are a **minimum guarantee of \$2,500.00**, versus **25% of gross sales**, whichever is greater.
- If accepted, you will be required to **sell only Pepsi products**.
- **Concessions Stands will set soda/water pricing**.
- A **charge per stand** is required for general utilities, which includes electricity and water.
- **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.
- Read the 2023 Commercial and Concessions Rules and Regulations handbook.

Please return this application to:

Justin Aquino • Fair Manager

jaquino@smcec.co

We need some basic information about you and your business.

Legal Business Name: _____

Stand Name (if different from legal name): _____

Owner/Operator Name: _____

Stand Name: _____ CA Seller's Permit # _____




Mailing Address: _____

City: _____ State _____ Zip _____

Business Phone: (____) _____ Cell Phone: (____) _____

Website: _____ Email: _____

Social media is an incredibly powerful tool for your business and the Fair. We need your help communicating all of your amazing food and awesome things you are doing!

Social Media handles _____    Follow us @SanMateoCoFair

You love food, we love food, and our attendees love all of the diverse unique food offerings they can discover at the San Mateo County Fair. Tell us about your food:

What type of cuisine do you serve? _____

Do you offer any of the following dietary options on your menu?

- Vegetarian
- Vegan
- Gluten-Free
- Halal
- Kosher
- Organic
- Other, please specify: _____

Proposed food products & prices (or attach Word or Excel Menu):

Please note that the menu needs to be TYPED. 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*

We need to understand your concession's requirements so we can find the best location for you! Please tell us a bit about your stand.

Tents and food trucks are not permitted to operate at the Fair.

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 _____ **Removable hitch:** Y N

Number is Registers you will be using: # _____

Utilities 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? Y N

ELECTRICITY REQUIREMENTS

Please provide amperage requirements for running at maximum capacity. If we are not informed of proper requirements, we may not be able to provide service – **BE SPECIFIC**. You must account for all equipment that will need power.

	Amps	Cost
- All cords 70 Amps and less must have plugs.	50	\$250
- 220 volt must be #6/4 gauge or heavier wire with Nema Plug #14-50P 110 volt must be #12/3 gauge or heavier wire with Nema Plug #5-15P All electrical hardwiring required is \$80.00 each/flat fee	100	\$500
- No plugs, extension cords, cord caps or other equipment will be provided by the San Mateo County Fair.	200	\$1,000

(30 Amp/125 Volt • 50 Amp/208 Volt • 20 Amp/GFI Standard Outlet)

Total amperage needed for space = _____

The utility fees on this application are subject to change per final agreement with governing agencies and departments.

NEW vendors: We would like to know where you’ve taken your food recently!

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

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

Year + name of the event	Contact Person	Phone number

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 _____

**Thank you so for taking the time to complete this application.
We will review your application and follow-up if we have any questions.**

Please return this application to:
Justin Aquino • Fair Manager
jaquino@smcec.co