

**38th District Agricultural Association
Stanislaus County Fair**

900 N. Broadway
Turlock, CA 95380
(209) 668-1333 ext. 309
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July 13th through July 22nd 2012

Thank you for applying for Commercial Exhibit/Concession space at the Stanislaus County Fair. This application is not a guarantee of space. Please answer all questions completely so we can give full consideration to your application. This application is neither a commitment by the applicant nor an offer by the 38th District Agricultural Association, Stanislaus County Fair, to rent space.

Business name: _____

Contact person: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ email: _____ web site _____

Exhibit Space Information: Inside ____ Outside ____ Seller's Permit No: _____

Electrical Requirements (volts and amps): _____

If an outdoor exhibitor or concessionaire, what size is your booth's footprint? _____

Do you intend to conduct a drawing? (Please see attached guidelines and procedures) _____

List products you wish to sell or promote and if you offer samples for human consumption: (be specific as your list of products will become part of your contract). Be complete. Attach additional pages if necessary.

List references (i.e. other fairs/festivals): _____

Please attach photos of prior exhibits and set-up specs. Your application will not be considered without a photograph of your booth. All exhibitors and concessionaires are required to submit a certificate of liability insurance or purchase a policy from CFSA (California Fair Services Authority), available through the fair. All exhibitors and concessionaires will require working credentials.

2012 Expenses for Commercial/Concessionaire Exhibits

Food concessionaires pay a \$500.00 non-refundable guarantee against 22.5% of gross sales after sales tax. Fair will require a complete menu with prices and drink size.

Commercial Exhibitors indoors:

Displaying only	10 x 10	\$500.00
Displaying only	20 x 10	1,000.00
Selling	10 x 10	650.00
Selling	20 x 10	1,150.00

Commercial Exhibitors Outside (fair does not provide tents)

Displaying only	20 x 20	500.00
Selling	20 x 20	650.00

Liability insurance
through Fair

Non-food concession	120.00
Food	160.00
Liquor Liability	1,225.00

Working credentials Book of 10 passes 30.00

Additional fees that may apply:

RV space (as space allows) \$250.00 for 13 days
Please indicate footprint (length and width) of RV
and power requirements

Stock truck parking-dry storage (as space allows) 65.00
Please indicate length of stock truck

Stock truck parking-power and water (as space allows) 100.00
Please indicate length of stock truck and power requirements

Fair food booth rental (stationary or portable) 200.00

Cleaning deposit for booths rented from fair 200.00

Guidelines & Procedures
Fair-Time Exhibitors and Concessionaires
July 13, 2012 through July 22, 2012

General:

1. During open hours booths **must be staffed at all times.**
2. No sub-leasing is permitted. All assigned spaces are to be used by the contracted lessee only.
3. Fair management will not be responsible for goods pre-shipped to the fair's address.
4. There is to be no sale or prizes of ANY item that portrays, depicts, exhibits or in any manner encourages or endorses the use of any drug, drug paraphernalia or other illegal substance.
5. No stickers (bumper or those applied to clothing) are to be handed out. There will be no helium balloon give-aways.
6. There are to be no alcoholic beverages consumed by vendors or concessionaires in their booths
7. All displays, booth personnel, and soliciting activities must be confined to assigned areas. Moving down or leaning out into aisles will not be permitted.
8. Concessionaires remaining in booths for clean up after closing time, must do so with subdued lighting, with flaps partially closed and without transacting any additional business.
9. Booths must remain in place until after closing on the final day.
10. No plastic tarps are to be visible during open hours.
11. All Exhibitors and Concessionaires are required to have professionally produced signage indicating their company name on their booth or stand.
12. Video presentations are to be approved by the Concessions Manager prior to the opening of the fair.
13. Amplified sound systems must not be a nuisance to other booth vendors and must be approved by Concessions Manager.
14. All Exhibitors and Concessionaires are responsible for maintaining their booth's surrounding areas, including picking up and disposing of trash.
15. Tents or shade structures will be allowed in the Commercial Exhibits Building at the discretion of and approval of the Concessions Manager. At no time shall such structures obstruct other vendors.
16. Booths selling food must close down at the designated time. No after hour sales will be permitted.
17. Fair Management and the Stanislaus County Health Department must approve food booths.
18. Handing out of edible samples to promote a product requires approval of Stanislaus County Health Department.
19. Fair management reserves the right to assess fees for extraordinary electrical usage.

Outdoor Set-up:

1. Outdoor Exhibitors and Concessionaires can begin setting up on **Monday, July 9, 2012** from **8:00 a.m. to 8:00 p.m.** It is expressly understood that there is no security on the grounds prior to the Thursday before opening day and any exhibitor or concessionaire who sets up prior to this date does so at his or her own risk.
2. Exhibitors and Concessionaires must provide booths that are painted, professional looking, in finished condition, neat, and clean.
3. All stored items must be housed within booths or fenced in areas.
4. Due to underground utilities, Exhibitors and Concessionaires must seek approval of the Concession Manager and maintenance personnel before fencing or driving stakes into the ground.
5. Sewer drains are to be used. Hose drains must not drain onto the grounds.

Indoor Set-up:

1. Indoor Exhibitors and Concessionaires can begin setting up on **Tuesday, July 10, 2012** from **8:00 a.m. to 8:00 p.m.** Booths must be completed and ready to open no later 3:00 p.m. on opening day, **July 13, 2012.**
2. Booths will be made-up with drape covered pipe frames. The back is 8 feet high; the sides are 3 feet high. **Nothing can be attached to the drapes or frames.** Fair management reserves the right to bill the vendor or concessionaire for damage done to the drapes or frames in his/her booth.
3. Booths must contain all flameproof furnishings.

Payments for Concessionaires Paying a Percentage:

1. Daily percentages from sales are to be paid at the Concessions Office on the following day during regularly scheduled office hours from 10:00 a.m. to 6:00 p.m.
2. All cash registers must be inspected and approved prior to opening.
3. Register Z-tapes must be presented daily to Concessions Audit personnel for review, audit and approval.
4. Fair personnel will issue a receipt to Concessionaires for payment of percentages.

Selling and Give-aways:

1. Give-aways must be exactly that. If Exhibitors and Concessionaires are giving away something but are asking for a donation, then selling is taking place and a selling contract and selling fee will be required.
2. **The Concessions Manager must approve free drawings in advance.** The time of the drawing and the winner of the drawing must be conspicuously posted. The actual drawing must be done during fair hours. A list of winners **must** be presented to the Concessions Manager.

3. Handouts are to be given out by booth personnel and not to be stacked for random pick-up.
4. Handouts are to be approved by the Concessions Manager prior to the opening of the fair.

Vehicles:

1. All service vehicles permitted on the fairgrounds must abide by fair rules. Violation of these rules will be grounds for removal of violator's vehicle at owner's expense.
2. All Exhibitors and Concessionaires must honor the rules issued on parking permits.
3. On normal weekdays, all Exhibitor and Concessionaire vehicles must be removed from the fairgrounds by 4:00 p.m.
4. On weekends all Exhibitor and Concessionaire vehicles must be removed from the fairgrounds by 11:00 a.m.
5. Unattended vehicles without proper credentials will be ticketed and towed at the owner's expense.

Working Credentials:

1. Working credential reduced-rate passes are available **for booth workers and owners only. Misuse of the working credential passes will result in contract cancellation.**
2. **Each worker is required to have a pass each day to enter the fairgrounds.**
3. Working Credential Books containing ten passes are available for purchase for \$30 from the fair office.
4. Your allocation of Working Credential Books will be noted on your work sheet. Should you need additional passes, they are available for purchase at the *pre-sale adult daily admission rate of \$10.00* each. **The deadline for purchase of pre-sale adult daily admissions for Concessionaires only is Sunday, July 15, 2012 before the ticket office closes at 7:30 p.m.**
5. WFA passes will be honored.

Removal of Booths and General Displays:

1. Exhibitors and Concessionaires will not be allowed on the fairgrounds to tear down exhibits and booths until after closing on the final day of the fair and after receiving permission from the Concessions Manager and the fairgrounds law enforcement officer.
2. The fairgrounds will be open Monday and Tuesday from 8:00 a.m. to 6:00 p.m. immediately following the fair for removal of booths and displays.

Schedule of Fair hours:

Fair & carnival opens	Monday- Friday	5:00 p.m.	Saturday & Sunday	12:00 noon
Buildings open	Monday-Friday	5:00 p.m.	Saturday & Sunday	12:00 noon
Buildings close	Every night	11:00 p.m.		
Booths serving alcohol close	Every night	10:00 p.m.		
Outdoor Exhibits close	Sunday-Thursday	11:30 p.m.	Friday & Saturday	12:30 a.m.
Outdoor Concessions close	Sunday-Thursday	11:30 p.m.	Friday & Saturday	12:30 a.m.
Carnival Closes/grounds cleared	Sunday-Thursday	12:00 midnight	Friday & Saturday	1:00 a.m.

Violations:

Violations of any of these guidelines will be grounds for removal from the fair for current and future years.