



Food & Beverage Concessionaire Application & Information Form

74th Annual Solano County Fair

Thursday, June 15 thru Sunday, June 18, 2023

Thank you for your interest in joining us as a Food & Beverage Concessionaire at the **74th Annual Solano County Fair**. The Solano County Fair Association (SCFA) is seeking experienced Concessionaires with professional presentations and quality merchandise to play our fair this year.

Please review these instructions carefully and please note that we shall give preference to Food & Beverage Concessionaire Applications (Applications) submitted via email, including any required accompanying documents. Legible scans or photographs of the Application and accompanying documents submitted by email are acceptable. Applications submitted by facsimile shall not be accepted. If the Application is approved by the SCFA, the Rental Agreement (Agreement) shall be sent for Execution by the Concessionaire via the internet-based "DocuSign" tool.

Important: This Application is not a contract. The submission of this Application to the SCFA shall not be construed by the applicant as a guarantee of Concession Space at the 74th Annual Solano County Fair. Concessionaire's participation shall be confirmed only after an Agreement has been fully Executed between the approved Concessionaire and the SCFA, including payment in full of all Fees due by the Concessionaire on Execution of the Agreement.

Questions? Please contact **Food & Beverage Concessionaire Coordinator Alejandra Tejano** at **707.551.2016** or atejano@scfair.org.

Notes & Instructions

1. Please complete this Application completely and accurately. This Application is the sole representation of your business for the selection process. Incomplete applications may not be considered, or if considered, will be considered only on the basis of the information provided.
2. If applying for more than one Concession location, please submit a separate application for each location.
3. Please do not send money with this Application. Payment will be due and payable at the time an Agreement is fully Executed.
4. Please ensure you sign and date your Application as indicated. Submit completed Application to:

Solano County Fair Association
Attn: Alejandra Tejano
900 Fairgrounds Drive
Vallejo, CA 94589
(707) 551 – 2016
atejano@scfair.org

Required with Application Submittal

1. Please submit a complete list of the proposed menu items. Be specific and include proposed price points of the menu items to be sold. Submission of recent photos of the proposed menu items is encouraged (taken no earlier than January 1, 2022).
2. If you need space for an RV, Bunk House or Stock Truck/Trailer (Dry or Refrigerated), please complete and return page 3 below.
3. Submit photos of your setup (taken no earlier than January 1, 2022), along with an overhead sketch showing the dimensions (including height with flags, lighting, etc.) of your setup.



Food & Beverage Concessionaire Applicant Information

Business Entity Name: _____

California (or other state) Entity Number & Entity Type: _____

Authorized Name & Title of Person who may Execute a Food & Beverage Concessionaire Agreement with the SCFA: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Contact Phone: _____ Contact Email: _____

On-Site Contact & Title: _____ On-Site Contact Cell: _____

Concession Location Desired: _____

Concession Location Size: _____ Utilities Requested: _____

Notes: The standard sizes of our Concessionaire Locations are 20' x 20'. Larger sizes may be available on request. Base Guarantee is \$500 and Commission is 22% of gross sales. All locations require a refundable \$500 Damage, Cleaning & Security Deposit. Use of approved cash registers or POS systems are required and subject to audit at any time.

Approval of Menu Items and Price Points: Please note that all menu items and price-points are subject to the SCFA's revocable approval at the sole discretion of the CEO or his/her Designee.

Permitting & Regulatory Requirements: All Concessionaires must present documentation of compliance with the requirements of the County of Solano's Department of Resource Management, Environmental Health Division and the City of Vallejo's Business Licensing Requirements no later than 4:00 pm on Tuesday, June 13, 2023.

General Liability Insurance Requirements: A Certificate of Insurance (COI) with the appropriate coverages (including, but not limited to, Automobile and Workers' Comp), indemnifications, amounts and compliant Additional Insured Language will be required if an Agreement is Executed between the Applicant and the SCFA. The California Fair Services Authority shall review and approve/disapprove of the submitted COI.

RV/Bunk House, Stock Truck/Trailer, Refrigerated Truck/Trailer: Spaces will be allocated on a first-come, first-served basis. You must stay in your allotted space. If you will need a space, please fill out the more detailed application on page 3.

Megan's Law: The SCFA requires that all Food & Beverage Concessionaires playing the 74th Annual Solano County Fair shall provide their employee's personal information (first name, last name, city/state of residence) to enable these names to be searched through the Department of Justice's Megan's Law database by the SCFA.



RV SPACE REGISTRATION APPLICATION

RV, Bunk House and Dry/Refrigerated Stock Truck/Trailer spaces will be assigned at the sole discretion of the SCFA’s CEO or his/her Designee. Requests for specific locations shall be taken into consideration.

RV & Bunk House Fees: Weekly Rate of **\$225/week (7 nights – Mon 6/12 12 pm thru Mon 6/19 12 pm)** or Daily Rate of **\$45/day**. Please note that you may be required to relocate your vehicle as directed by SCFA staff. Utility hook-ups are available but not guaranteed.

Date & Time of Arrival: _____

Date & Time of Departure: _____

Total Number of Nights: _____

RV/Bunk House Specifications:

RV Type: Pull Trailer 5th Wheel Motor Home Bunk House

Length: _____ **feet** **Slide Out:** YES NO

Make: _____ **Model:** _____

Towing Vehicle Make/Model: _____

(One towing vehicle may be in space; however, it must fit within your assigned RV space.)

Septic Pump Out:

Septic Pump Out service available for an additional fee.

Dry & Refrigerated Stock Truck/Trailer

Fees:

▪ Dry Stock Truck/Trailer – \$25 per day ~ Refrigerated Stock Truck/Trailer -- \$45 per day (includes shore power)

Please describe Stock Vehicle Type, Dimensions, Utility & Accessibility Needs:
