



APPLICATION FOR CONCESSION SPACE
2024 MERCED COUNTY FAIR
JUNE 5-9, 2024

Thank you for your interest in The Merced County Fair. We are excited to be planning the 2024 Fair! Please complete and return the enclosed Concessions application.

All applications will be considered with particular emphasis placed on the type of food items being offered before a contract is issued. Concessionaires must submit a completed application along with photos of your concession stand and a full menu for each stand you wish to bring. You will be contacted by the Concessions Manager if we have available space for your stand and at that time, we will process a contract for the 2024 Merced County Fair.

Direct Inquiries To:

Concessions Manager
(209) 722-1507
Merced County Fair
900 Martin Luther King Jr., Way
Merced, California 95341
E-Mail: info@mercedcountyfair.com
Fax: (209) 722-3773

**MERCED COUNTY FAIR JUNE 5 – 9, 2024
FOOD CONCESSION SPACE APPLICATION**

Business/Concession Name: _____

Contact Name: _____

Street Address: _____

City, State, Zip: _____

Ph: _____ Cell: _____ Email: _____

Contact information for the responsible party/supervisor who will be on-site during fair time:
Name _____ Cell Phone _____

Size of trailer/unit: _____ Trailer Hitch ____ (L) ____ (R)

Requested concession footprint size _____ (to include counters & "backyard" space)

Self-contained unit or hookups required for water and sewer: _____

Electrical requirements: 220 service _____ 110 service _____ Amps required _____

Requesting Supply/Stock truck: _____ ****MUST complete Stock Truck Application

Requesting RV Space _____ ****MUST complete RV Application***

State Seller's Permit Number: _____ Concessionaires must have a valid Seller's Permit on file in the office by June 1st and visibly posted in the concession stand.

Insurance Type: WFA Master List ____ Purchase Ins \$170 ____ Own Policy(**certificate attached**) ____

Please complete the following Special Provisions portion completely, or attach your total menu and prices with your application.

SPECIAL PROVISIONS FOR FOOD CONCESSIONS

MENU ITEM	PRICE

Submit your completed application, as well as a photo of your concession stand and a list of those fairs with whom you contracted. Send the completed application to info@mercedcountyfair.com or mail to: **Merced County Fair 900 Martin Luther King Jr., Way Merced, CA 95341**

2024 MERCED COUNTY FAIR

CONCESSION SPACE - GENERAL INFORMATION

FAIR DATES

The 2024 Merced County Fair
Wednesday, June 5th thru Sunday, June 9th.

CONCESSION OPERATING HOURS - PLEASE NOTE WEEKEND FAIR HOURS

Concessions will be open to the public from
5:00 p.m. until 12:30 a.m. Wednesday through Friday;
3:00 p.m. until 12:30 a.m. Saturday and Sunday.
(These times may go later if guest needs dictate)

CONTRACTS

Every concessionaire must have a written and signed Rental Agreement with the concessionaire's activities. DAA reserves the right to cancel all contracts of any kind should an Act of Providence such as war, riot, fire, flood, storm, or pestilence prevent the holding of the Fair in whole or part. Any and all county, state or federal license, inspections or permits required for the installation or operation of concessionaire's booth shall be obtained by concessionaire, at its expense, by dead lines noted in said contract.

CONCESSION CHECK-IN, SET UP AND RESTOCKING

Upon arrival at the fairgrounds, contact the Concessions Manager in the Administration Building to confirm your location, make sure your insurance is approved, and that all concession fees are paid according to the terms of the contract. Concessionaires may arrive as early as Thursday, May 30, 2024 to begin set up. Concessionaires MUST check in prior to set up. Set up will be completed, and in place by 3:00 p.m. on Wednesday, June 5th.

CLOSING NIGHT

Concessions may not close or be removed from the fairgrounds before 12:30 a.m. closing night.

GROUND RULES

During the fair, no vehicles will be permitted on the grounds between 4:00 p.m. and 12:30 a.m. Wednesday through Friday, or between 2:00 p.m. and 12:30 a.m., Saturday and Sunday. All vehicles must be parked in the designated parking lot assigned to them by the fair. No dogs allowed on the fairgrounds.

RV SPACE

Limited RV spaces are available on the fairgrounds at the rate of \$150 per week. You **MUST submit an RV application**. The \$150 fee covers arrival no earlier than 8:00 a.m., Monday, June 3 and departure no later than 5:00 p.m., Monday, June 10. If you arrive before the 3rd, prior approval must be obtained from the fair office. Because of the limited number of RV spaces, we cannot guarantee electrical or water hookups. A daily rate for the additional days may be charged. A check in the amount of \$150 returned to the fair with your signed contract will secure your RV space.

CONCESSION RATES

The fair receives a guarantee of \$500 or 25% of gross sales, after taxes, whichever is greater.

TERMS

The guarantee is due by date noted in your contract. Balance due, based on daily register tape audits, to be paid in one payment by 2:00 p.m., Monday, June 10, 2024.

INSPECTIONS

Your concession may be inspected by representatives of the State Fire Marshal's Office, State Health Department and State Board of Equalization. Please cooperate. Failure to pass any inspection or be in possession of necessary permits will result in your inability to open until all cited items are taken care of and required permits are obtained.

HEALTH DISTRICT REQUIREMENTS

Fair Management requires all Concessionaires that are handling food in any manner apply for appropriate health permits. With concessionaire's contract, the health permit application will also be mailed. Checks should be made payable to Merced County Fair and fair staff will process and submit fees and applications to the Merced County Health Department by May 13, 2024.

CLEANING YOUR CONCESSION

All concessions and surrounding area should be kept clean and orderly at all times. Cooking oils and grease are to be disposed of in centrally located containers clearly labeled for such disposal. Concessionaires may maintain a storage area behind their location, inside a screened enclosure, out of public view. Large trash items (cardboard boxes, crates, etc) are to be stored in or by trash receptacles provided by the fair.

ADMISSION CREDENTIALS - PARKING FEES

DAA will provide at no charge, 35 single admissions and one parking pass per location. Additional admission passes may be purchased through the fair office. Any attempt on the part of the concessionaire to sell, exchange, barter or gift any privilege of admission or parking passes issued by the DAA will be sufficient cause for cancellation of the contract and removal from property. Allotted passes are for the use of concessionaire staff only.

INSURANCE

When returning signed contract, all concessionaires must provide one of the following:

- 1) CSFA Master List insurance number
- 2) Acceptable Certificate of Insurance meeting all requirements of the State of California.
- 3) A check (payable to Merced Fair) in the amount of \$170 for purchase of insurance through CFSA.

GIVEAWAYS

Giveaways and giveaway items (pens, key chains, pencils, etc) must be approved in advance by Fair Management. **Sticky-backed giveaway items and helium balloons are strictly prohibited.**

Concessionaire shall not engage in any raffle, chance drawing, lottery or other game of chance without prior consent of DAA and in compliance with all applicable laws and regulations, including approval of the California State Gambling Commission.

CASH REGISTERS – FOR ALL CONCESSIONAIRES

All cash registers must be inspected and certified by the Concessions Manager prior to the first sale. Percentage based concessionaires are **REQUIRED** to use cash registers that meet the following specifications:

1. Registers must have non-adjustable grand total.
2. Registers must have the non-re-settable "Z" counter.
3. Registers must have the ability to take daily "X" readings that will not alter the running "Z" totals.
4. Registers must have detailed journal tape at all times.
5. Registers must have two-way displays and both the register and display must be placed in plain view of the customers at all times. Fair Management or auditors reserves the right to request a change of cash register location.
6. Registers shall print the date and time of each transaction and have consecutive transaction numbers on the detail tape and be accurately set.
7. Registers must have battery backup with memory and surge protection in operation.
8. All non-sales must have a written explanation noted on the register tape.
9. Merced county Fair auditors shall approve all register systems prior to use.

RECOMMENDED, BUT NOT REQUIRED

10. Preset key prices
11. Waterproof keyboard layouts
12. Department keys
13. Cashier identification
14. Compulsory closed door mechanism
15. High amount lockout
16. Customer change computation
17. Error correction and refund/void keys should be separate on both keyboard and financial report

CONCESSIONAIRES ARE NOT PERMITTED TO WORK FROM AN OPEN CASH DRAWER, MONEY APRON, OR CASH BOX.

Food & Percentage Concessions Manual will be mailed to each Concessionaire with their 2024 contract. This manual contains additional rules and regulations for all concessionaires at the 2024 Merced County Fair.

DIRECT INQUIRIES TO:

**Teresa Burrola
(209) 722-1507**

E-Mail: info@mercedcountyfair.com

**Merced County Fair
900 Martin Luther King Jr Way
Merced, California 95341**