FOOD CONCESSIONAIRE APPLICATION

2020 National Orange Show Fair

Concessionaire Handbook & Application

Table of Contents

National Orange Show Board of Directors and Management	**Page 3**
General Information	**Page 4**
Fair Manual and Rules & Regulations	**Pages 5-10**
Official Sponsor Information and Load-In Times	**Pages 11-12**
Cash Register Audit Procedures	**Page 13**
Addendum "A"	**Page 14**
Addendums "H" and "I"	**Pages 15-17**
Concessionaire Application	**Pages 18-22**
Rate Schedule	**Page 23**

**** The National Orange Show will hereafter be referred to as "NOS".***

2020 National Orange Show Fair
Board of Directors & Management

Current Board of Directors (12/2019)

Dr. Robert Percy	**Chairman**
Dr. Ronald H. Fremont	**Chair - Elect**
Sean S. Varner	**Secretary/Treasurer**
Dr. Donald Averill	
Larry Curti	
Don Galleano	
Dr. Ernest Garcia	
Dr. Patrick Garcia	
Robyn Jutzy	
Patrick O'Reilly	
Julie M. Rynerson Rock	
Brian Smith	
Bruce D. Varner	

Management

Dan Jimenez	**CEO/President**
Sheri Raborn	**Controller/Operations**
Alan Conrad	**Director of Production**
Ismael Ledesma	**Production/Security**
Albert Villegas	**Sales & Catering**
Leslie Bischoff	**Marketing Director**
Tim Ellis	**Fair Coordinator/Vendor Manager**

National Orange Show
689 South "E" Street
San Bernardino, California 92408
(909) 888-6788
Fax (909) 889-7666

2020 National Orange Show Fair
General Information

A. Admission Prices:

• Adults	$TBD
• Children 5-12	$TBD
• Children under 5 and Veterans with Valid ID	Free

B. Gate Hours:

• Wednesday, April 22nd	5:00pm to 11:00pm
• Thursday, April 23rd	5:00pm to 11:00pm
• Sunshine Day, Friday	9:00am to 2:00pm
• Friday, April 24th	5:00pm to 11:00pm
• Saturday, April 25th	12:00pm to 11:00pm
• Sunday, April 26th	12:00pm to 11:00pm

Closing time is subject to change at NOS management discretion. Booths MUST be staffed and open during gate hours. Concession stands must remain open until notification is received from a National Orange Show representative that they are to close.

C. Parking Fees (Guests):

• West Arrowhead Lot	$10
• Gate #7 & Gate #8 on Thursday	$20
• Sports Center Lot	$10

D. Exhibitor & Concessionaire Parking Fees:

• Stock Truck Parking Space (with electrical)	$40
• RV & (1) Auto Parking Space (with electrical)	$40
• RV/Stock Parking Space (w/out electrical)	$30

E. Utility Fee: Due to the continual rise in utility costs, the NOS Events Center will be charging a $200.00 flat utility fee per food trailer.

F. Special Days:

- ***Sunshine Day, Friday, April 24th:*** **We welcome pre-registered special needs residents and their caretakers who will be able to enjoy the National Orange Show Fair. Hours are 9am – 2pm. All concessionaires are asked to be open during these times. All concessionaires are asked to provide at least one item for sale at the price of $1.00. This item can be a smaller version of one of your menu item. These sales are not part of your rent.**

- ***Fair Food, Friday, April 24th:*** **Food Vendors will offer special deals from 3pm to 6pm.**

Welcome to the 2020
105th National Orange Show Fair

April 22nd - April 26th, 2020

Fair Manual

The NOS has established the following "Rules & Regulations" in order to create and maintain the best possible food and beverage concession program for our visitors and patrons. This manual contains the "Rules and Regulations" that becomes part of your License Agreement once it is signed and executed. The NOS Events Center reserves the right to change any rules and/or regulations as it deems necessary.

AUDITORS – The Fair auditors will make periodic, unscheduled on-site visits in order to verify sales (see audit procedures).

CONCESSIONS MEETING (mandatory) - This year's Concessions meeting will be on Tuesday, April 21st at 3:00 pm. All concessionaires are required to attend. Meeting location to be determined.

PEPSI PRODUCTS – Pepsi is a major sponsor of the National Orange Show. Therefore, all beverages sold at the Fair MUST be Pepsi products (i.e. soft drinks, Aquafina, Gatorade) with the exception of Monster and Red Bull. All vendors must purchase all beverage products from NOS or the Pepsi representative noted on page 10. No other vendor beverages than those noted above will be permitted in concession stands.

CELL PHONES – Concessionaires and their staff are not permitted to be communicating on their cell phones while serving guests or in a position where a guest will be requesting service. This policy is not aimed at those concessionaires or staff not in the immediate position to service guests.

CHILD LABOR – Children under the age of 18 are not allowed to work without a valid working permit. Booth space, aisles or lounges are not to be used for childcare, and it is to be arranged for elsewhere. It is illegal to use a person under 18 years of age for disassembling, cleaning or operating such things as power driven meat slicers, patty formers, etc. Prior to a new regulation, it was not a violation for someone under 18 to clean such equipment even if someone else has disassembled it. (U.S. Dept. of Labor).

CONDIMENTS – Concessionaire is solely responsible to ensure that condiment tables are cleaned regularly. Condiments should be served in hinged containers that close automatically or in individual serving packets. Condiment tables must be kept neat, clean and sanitary at all times.

CONCESSION AND EXHIBIT EVALUATION - To ensure the quality of participants in the National Orange Show Fair, an evaluation will be performed on all concessionaires. This evaluation will be used to determine which participants will be invited back for the 2021 (106th) National Orange Show Fair. It is in the best interest of the Show and the concessionaires to guarantee the patron of the National Orange Show complete satisfaction with their visit. You may obtain a copy of the completed evaluation form from the Food and Beverage department.

CONCESSIONS STAND SIGNAGE – The National Orange Show Events Center has contracts with various food and beverage companies. Any signage (i.e. Coke signs etc.) must be covered or removed to maintain the integrity of those contracts. You will be notified of any signs that violate current contracts.

CUPS - Beverages must be sold out of the following cups with straws and lids (i.e. soft drinks, ice tea, punch, lemonade, etc.):

- **Cups with official Pepsi logo…..can be purchased directly from Pepsi representative noted on page 10 of this handbook.**
- **Cups with your company's name and logo**
- **Cups with no logos……can be purchased from Sysco representative noted on page 10 of this handbook.**

DISPLAY – If real food is used in displays, it cannot be served to the public at any time. All display food must be destroyed after use. Display food should be in plexiglass enclosed cases. NOS suggests using plastic food for all displays. No "food warmers" or "hot plates" shall be placed on counters. Coffee making units should not be out in the open. Use only bulk dispensing equipment for drinks.

DISPOSAL OF ASHES – No person shall place, deposit or dump any ashes or coals in or upon any hazardous fire area except: in the hearth of an established fire pit or fireplace; or in a non-combustible container with a tight-fitting lid, which is kept or maintained in a safe location not less than 10 feet from any combustible vegetation or structure. *A framed box with sand is to be under any and all barbecues.*

GOLF/ELECTRIC CARTS – NOS restricts the use of carts on the grounds to hauling product or merchandise only. Carts are not to be used to transport or tour people. Parking carts in front of public areas is prohibited.

EXCESSIVE NOISE - Excessive noises (such as stereos, radios, televisions, shouting, amplified voices) will not be allowed without prior management approval.

FOOD & GREASE DISPOSAL - Food concessionaires must use provided grease barrels for the disposal of grease and cooking oil. Any concessionaire disposing of grease in planters, trash bins, sewer or leaving grease at trash receptacles in their original containers, will be fined $250.00 for each violation and will not be invited to return in the future.

HEALTH PERMIT - All Concessionaires must have a San Bernardino County Health Permit. All violations of health department rules and regulations noted on your inspection reports must be corrected immediately.

LIABILITY - The Licensee is advised that the NOS assumes no responsibility whatsoever to ensure the safety of the product in any way, the property of the Licensee from fire, theft, malicious mischief, accident or other causes. The Licensee is charged for protecting their property at all times during the National Orange Show.

LITERATURE DISTRIBUTION - All dealings conducted by Licensee must be performed so as to not infringe upon the rights of another Licensee or offend guests of the NOS. Should the Licensee desire to pass out printed material, or other articles, this must take place only from the assigned space and is subject to prior management approval.

MENU/PRICE LIST – The NOS approves *all* menus and pricing. Written requests for any changes, additions and/or deletions must be approved in writing from the NOS. Any concessionaire not submitting their menu for approval will have their prices set by the NOS upon their arrival. Failure to follow this policy will result in the concessionaire, whether independent or contract being charged an additional 10% commission for the festival and the loss of invitation to provide future services at the National Orange Show Events Center.

Discounts and/or "Combo Meals" pricing will not be set at a price that is lower that 15% of the normal selling price of the food items when sold a la carte. Any "combo meals" or discount must be approved, in writing by the NOS.

At each stand the menu must be easily visible and readable from the front of the stand. Do not change a menu without written permission from the NOS.

All concessionaires must ensure the items noted below are offered at the prices set forth by the NOS. Any variances from the prices noted below will be deemed a violation of NOS policy and concessionaire will be asked to vacate the grounds.

Prices of Soft Drinks, Iced Tea, Lemonade, Punch:

- **Small (16 oz) $TBD (free refills not permitted)**
- **Large (32 oz) $TBD (free refills not permitted)**

Prices - Other Beverages:

- **16.9 oz. Aquafina $TBD**
- **20 oz. Gatorade $TBD**
- **16 oz. Monster $5.0**
- **8.3 oz. Red Bull $4.00**

- **All beverages are to be sold only in Pepsi logo cups, personal logo cups or cups without logos.**
- **All beverage prices are subject to change without notice.**

MICROWAVE - If a microwave is used in food preparation, concessionaires must post a notice visible to the public to that effect.

NOS RULES AND REGULATIONS - All Licensees must comply with all applicable federal, state and local statutes, ordinances, rules, policies and procedures as part of your agreement.

All fees due from your Licensee Agreement must be paid by the due date set forth in the Agreement. All Licensees are expected to adhere to all deadlines, policies, rules and regulations set forth by The National Orange Show. An administrative fee of $25.00 will be assessed for lost contracts that need to be replaced. If fees are not paid by the deadline on the License Agreement, and Licensee still wishes to participate in the National Orange Show Fair a $100.00 fee will be assessed. This fee is non-refundable. All License Agreement payments must be paid with a cashier's check or money order. No personal checks will be accepted.

The NOS retains the right to restrict, exclude or evict Licensee, which, because of their method of operation, noise or other features become objectionable or which, in the opinion of the NOS, may detract from the general character of the event as a whole. This includes persons, things, printed matter or anything else the NOS deems objectionable. If the above-mentioned action becomes necessary, the NOS may retain the rent paid as liquidated damages for breach of the License Agreement.

The NOS reserves the right to reasonably refuse service and/or admission to anyone.

The NOS reserves the right to formulate additional rules and regulations if necessary and each Licensee shall abide by such additional rules and regulations.

The NOS reserves the right to move any vendor to another space to benefit the NOS.

NOVELTIES - Items such as carnival or novelty jewelry, balloons, patches, trinkets, and pennants are not to be sold or given away.

PARKING – Detailed information forthcoming. Please refer to "General Information" on page 3 of this handbook.

PERSONNEL - Concession stands must be staffed and services available at all times during the official event hours. Accessibility for the visitors must be guaranteed. Personnel must remain within the confines of the spaces while conducting business.

All personnel must be properly and tastefully clothed in a clean uniform, a name tag, a company issued hair restraint, as required, and conduct themselves in a professional manner at all times. Concessionaire is responsible for any claims, liabilities and actions relating to the conduct and representations of personnel in said space. *There will be no eating, drinking or smoking by food servers in the food preparation or serving area.*

PETS - Dogs, cats and other pets will not be allowed on the grounds of the National Orange Show Events Center. This includes exhibit tents and buildings, and outdoor exhibit spaces, with exception to the RV Park area, where they must remain on a leash or inside a trailer. If the animal is found to be without a leash or outside the confines of the trailer, the animal will be expelled from the RV Park. The sole exception will be Seeing Eye dogs. Any dogs or animals found outside of the RV Parking area will be subject to pick up by the City of San Bernardino Animal Control Department.

RAIN – Regardless of weather, all stands are to remain open during the posted hours of the Fair. Participants located outdoors should make provisions to protect their setup and stock from sun, wind, inclement weather, flooding and sprinklers.

REFUNDS – To maintain good relations with our visitors and promote customer service, the Fair does not support or condone a "No Refund" policy. Participants are encouraged to set a reasonable return, refund and exchange policy for use during Fair.

RESALE PERMIT - All Licensees must have a California State Board of Equalization Resale Permit.

SIGNS - All signs must be professionally done. Any sign found to be homemade or undesirable by NOS Management will be taken down and must be replaced.

SOUVENIR BOTTLES – In the event that the NOS Event Center chooses to sell souvenir bottles, all concessionaires selling sodas, lemonade or any other beverage (not factory bottled) will be required to purchase a minimum of one (1) case of said bottles for sale to the general public. All bottles not sold prior to a determined date and time may be returned to the NOS for full credit. Bottle price, selling price and refill price will be determined at a later time.

SPEED LIMIT - The speed limit on the National Orange Show Event Center property is 5 MPH. Pedestrians have the right of way.

STICKERS – No stickers are allowed.

SUB-LEASING & RELOCATION – Participants shall not assign, sublease or apportion the whole or any part of assigned concessions space without prior written consent of the NOS Fair. Products or firms other than those specified in the agreement must not be advertised in the participant exhibit space. Concessions space is subject to relocation if deemed necessary in the sole judgment of the NOS Fair. A License Agreement may not be resold, assigned or transferred by a Licensee and any such assignment, transfer or resale shall be null and void.

SKIRTING/SCREENS – All trailers must have proper skirting around the perimeter to hide the undercarriage, wheels or chassis and the trailer hitch. All stands must have visual screening to hide the service/storage areas from public view.

SMOKING – Smoking is not allowed in food preparation facilities, participant's lounges or in any NOS Building. It is requested that no one smoke while in line or in children's outdoor activity areas.

TIP JARS/TRAYS/TOWELS – There will be no placing of "tip" jars, trays or towels on any stand. Though tips may be gratefully accepted, the solicitation of "tips" either visually or vocally on the grounds is strictly prohibited.

TRANSPORTATION - All Licensees driving on the grounds must have in their possession a valid driver's license and proof of automobile liability insurance.

All illegally parked vehicles will be towed away at owner's expense.

2020 National Orange Show Fair
Official Suppliers

The following describes what an official supplier is and how to contact them. Please use the suppliers that you think will deliver the highest quality product for a competitive price.

The following firms have been selected as "Official Suppliers" to the Fair:

- **Pepsi**
- **Sysco**
- **Cold Star Ice**

PEPSI

The Exclusive Fountain Soft Drink
The following is the official and exclusive fountain soft drinks for the National Orange Show Fair:
Pepsi Products – Cups - CO2
Dylan Buik – (951) 232-9258
dylan.buik@pepsico.com
NO RETURNS

SYSCO FOOD SERVICES

RYAN MANSER
manser.ryan@rs.sysco.com
909-532-0834

COLD STAR ICE

All ice distributed on the National Orange Show grounds will be distributed by Cold Star Ice.
No other ice vendors will be allowed.
Contact: Mark at (909) 628-2105 (office) or (951) 232-0271 (mobile)

If you have specialty items please first try to order them through one of the recommended suppliers.

<u>The Supplier program has been developed at the NOS in order to:</u>
Keep the price of food/beverage items down to the Fair's guests, by keeping the costs down to the concessionaires.

1. **Standardize a consistently high quality of products.**
2. **Make ordering and delivering convenient and dependable.**
3. **Promote name recognition items to the public when the supplier is also a sponsor.**
4. **Provide sales reports when requested by the auditing team.**

It is the intention of the Fair to choose suppliers in order to control vehicles and sales individuals from coming onto the grounds, to oversee the quality of product served, and to assist the audit control system. These are required to provide insurance and liability coverage to the Fair.

This supplier program provides a considerable amount of flexibility and puts the responsibility for choosing quality products on the purchaser while protecting everyone from chaos on the grounds.

Load-In Times:

- **Monday April 20th, 2020 10:00am to 4:00pm**
- **Tuesday April 21st, 2020 10:00am to 4:00pm**

No other times will be allowed unless prior coordination is made with NOS management.

Please call Tim Ellis if you wish to set up an appointment for load in:
(909) 496-0322 (mobile) or (909) 888-6788 Ext. 431 (office)

Cash Register Audit Procedures

When a concessionaire arrives on grounds, all registers will be tagged with a number by the FAIR and audited. Please have all registers you plan on using available for inspection on Wednesday, April 22nd by 10am.

An initial "Z" reading will be taken at the time of the inspection. Every "Z" reading thereafter must be in sequential order and be accounted for by the Food & Beverage Department or the concessionaire will be in violation of audit procedures and is subject to a $200.00 fine.

At the end of each day, a "Z" reading will be taken. This "Z" reading and the tape itself must be delivered to the Accounting Department office at the end of each day otherwise the concessionaire is violation and a $200.00 fee will be assessed. Each concessionaire will receive all their "Z readings and register tapes at checkout and upon payment for the Fair. Alternate location for drop off will be discussed at the Concessions meeting

Any violation of "Addendum I" will result in a $200.00 fine to the concessionaire.

Concessionaires' percentage of payments will be accepted in the Administration Building. Appointments will be scheduled during load out for the following days and times:

- **April 26th, 2020 between the hours of 11pm - 1am**
- **April 27th, 2020 between the hours of 10am -2pm**

Only the registers that have been pre-approved and issued a register ID number by NOS Management may be used during the operation hours of the Fair.

All payments made on April 26th & April 27th MUST be in the form of CASH. NO checks or credit cards will be accepted!!!!!!!

ADDENDUM "A
"INSURANCE REQUIREMENTS"

Licensee shall, at its sole cost and expense, maintain through the term of this license agreement the following insurance:

Comprehensive general liability coverage for bodily injury or death and property damage, with minimum limits of liability of $1,000,000* combined single limits (including products, completed operations and coverage for all owned and non-owned vehicles, if applicable); and

Workers'Compensation coverage in accordance with applicable statutory requirements if applicable.

LICENSEE shall provide NOS with a standard form Insurance Certificate demonstrating the required liability coverage and naming NOS, its officers, directors, agents and employees, as additional insured (see required language in paragraph 8).

The insurance certificate must contain the agent's name, address, telephone number, the name of the insuring company(s) policy limits, and policy number of the LICENSEE.

There shall be no deductibles or self-insured retentions, which will be charged or assessed against National Orange Show.

An original insurance certificate containing the signature of an authorized representative must be delivered to the NOS at least ten (10) days prior to the event.

Certificate must list the name, address, and telephone number of the entity to respond to any claim or service of suit.

LICENSEE agrees to indemnify and hold harmless NOS, its officers, directors, agents, and employees from any and all claims, suits or actions arising by virtue of this license agreement.

All liability certificates must have a 30 days cancellation notice.

Certificate must read, "The State of California, the National Orange Show, County or Citrus Fairs, their agents, officers, servants and employees are made additional insured, but only insofar as the operations under this contract are concerned."

In the event that the insurance certificate is not provided 10 days prior to the event date, NOS may purchase and provide the insurance coverage at LICENSEE's expense.

YOUR INSURANCE CARRIER MUST HAVE AN "A MINUS" OR HIGHER RATING AND MUST BE ACCEPTABLE TO THE CALIFORNIA DEPARTMENT OF INSURANCE

- **The National Orange Show may provide this insurance. Call for more information.**

ADDENDUM "H"
"SHOW CONCESSIONS"

1. LICENSEE will conduct his business in a quiet and orderly manner; will deposit all rubbish, garbage, tin cans, paper, etc. in receptacles provided by the NOS within said concession plot for such purpose, and will keep the area within and surrounding said concession free from all rubbish and debris.

2. All buildings, tents, or enclosures erected under the terms of LICENSE AGREEMENT shall have the prior approval of NOS and the local fire suppression authorities. (All eating concessions not restricted to specific items will submit menus and prices to NOS for approval prior to commencing operation).

3. LICENSEE will cause to be posted in a conspicuous manner at the front entrance to the concessions, a sign showing the prices to be charged for all articles offered for sale to the public under the LICENSE AGREEMENT; the size of said sign, manner and place of posting to be approved by NOS.

4. All eating concessions not restricted to specific items will submit menus and prices to NOS for approval prior to commencing operation.

5. LICENSEE must, at his own expense, keep the concession space and adjacent areas properly arranged and clean. All concessions must be clean, all coverings removed, and the concessions ready for business each day at least one hour before the FAIR is open to the public. Receptacles will be provided at several locations to receive LICENSEES trash, and such trash must not be swept into the aisles or streets or any public space.

6. All sound producing devices used by LICENSEE within or outside his space must be of such a nature and must be so operated as not to cause annoyance or inconvenience to his patrons or to other Concessionaires or Exhibitors and the decision of NOS as to the desirability of any such sound-producing device shall be final and conclusive. Sound amplification equipment may be installed within or outside any space only by first obtaining written permission thereof from NOS.

ADDENDUM "I"
"SHOW CASH REGISTERS"

1. All cash registers must be approved by the National Orange Show Management prior to opening of concession stand. At that time an approval sticker will be issued and a register number will be assigned.

2. The National Orange Show approval sticker must be visible from the outside of the concession stand.

3. One "Z" reading will be taken from each register daily. The reading must be taken at the end of every business day the register is used. All "Z" tape must be turned into the Management office at the end of each Fair day. Alternate location for drop off will be discussed at the Concessions meeting

4. All sales must be rung up into the register. No sales may be made from an open drawer.

5. If a register breaks down all sales must cease until the existing register is repaired or a new register is in place and a new NOS sticker is issued.

6. The cash register tape must be legible. No register is to run out of journal tape. Any breakdown of the cash register must be reported to the NOS Management immediately. You may not use a non-certified register or switch registers without NOS Management Approval.

7. Over-rings must be circled on the tape and recorded separately indicating date, time, amount and cashier's name. Under-rings will be inspected in review of the tapes and adjustments will be made to the gross amount.

8. The following are the requirements for register certification:

a. **Customer display (pivot display preferred)**
b. **Continuous grand total**
c. **Cumulative "Z" counter**
d. **"X" reading capability**
e. **30 day back up battery**
f. **Current printed date on detail tape**
g. **Consecutive transaction number**
h. **Readable journal tape**
i. **Key protector**

9. A standard NOS Outside Concessions payment form will be used to determine funds due to the NOS. Copies of this form will be provided at load-.in

I have read and understand all rules, policies and procedures as outlined in the attached 2020 Food Concessionaires Handbook.

I understand that any violation of those rules, policies and procedures could result in an increase in my commission payment due the NOS Events Center by 10%, my immediate expulsions from the FAIR and the loss of future consideration as a concessionaire.

Company Name: _____

Owners Name/Licensee:_____

Licensee Signature: _____ Date: _____

2020 National Orange Show Fair

Food/Beverage Concessionaire Space Application

Fair Dates: April 22nd - April 26th, 2020

Thank you for your interest in being a food concessionaire at the National Orange Show Fair. Please review these instructions carefully. If you have any questions regarding this application, please call the National Orange Show Office at 909-888-6788 Ext. 431 or email us at tellis@nosevents.com

-- Incomplete applications will not be considered --

Instructions for Completing Application

1. **This application is neither an offer nor a guarantee of space.**

2. **If a space is issued, the location of your booth will be determined by management. Locations are subject to change year to year depending on the menu & item duplication, and layout needs.**

3. **Send in a $50.00 Application fee per location. This Fee is refundable if you are not accepted as a food vendor.**

4. **A recent photo of your booth (s) is required. Photos will not be returned. Applications without photographs will not be considered if you are a new vendor.**

5. **SUBMIT APPLICATION (S) TO:**

   National Orange Show Fair
   Attention: Tim Ellis
   689 South "E" Street
   San Bernardino, CA 92408

APPLICATION FOR SPACE

2020 National Orange Show Fair

April 22nd - April 26th, 2020

(Please Print)

Check One: ☐ **New Applicant** ☐ **Returning Concessionaire**

This application is not an offer or guarantee of space. All questions must be answered completely before consideration for space can be given. Please do not send money with this application. This form is neither a commitment by the applicant, nor an offer by the National Orange Show Fair. If you are applying for more than one location, you will need to complete a separate application for each booth and provide a list of menu items and prices.

Owner/Contact Name: _____

Business Name: _____

Mailing Address: _____

City/State/Zip: _____

Business Phone: _____ Residence Phone: _____

Cell Phone: _____ E-mail Address: _____

Fax Number: _____

California State Board of Equalization No.: _____

Ownership of all persons with a financial interest in this business or organization (if a corporation, list corporate officers):

Names: _____

_____

REFERENCES:

- **Please list other Fairs, festivals or events, including a contact person and telephone number, in which you have participated:**

_____

_____

_____

_____

- **Please attach your proposed menu items and prices.**
- **Please attach a photograph of your unit**

Size of Your Concession Stand:

Width:_____ Length (Including tongue/hitch):_____

Additional space needed for awnings: Ends _____ Sides_____

Size of Space Needed: (Ground measurements, including storage area & overhead awnings)

Width:_____ Length:_____

Request for satellite counter space Yes_____ No_____ Size_____

Service From: End_____ Side_____

Electrical Requirements: Volts_____ Amps_____

Additional Utilities Required: Water_____ Sewer_____

Sewer Hookup ( ) Yes ( ) No

How long have you been in this business? _____ years

Please list all cash register serial numbers:

_____ _____ _____
_____ _____ _____
_____ _____ _____

INSURANCE REQUIREMENTS

Each contractor must provide the National Orange Show Fair with proof of an original certificate of general liability insurance in the amount of $1 million dollars or more. The business name listed on the insurance certificate must match the business name on this application and required W-9 form.

*** Name of insured business must match business name on this application.**

1. **Provided by my own carrier (original due in Concessions office by April 21st, 2020)**
2. **Provided through CFSA Master list**
3. **Purchased from CFSA through the Fair.**

Insurance certificate should name as additional insured: "The State of California, The National Orange Show, County or Citrus Fairs, their agents, officers, servants and employees are made additional insured, but only insofar as the operations under this contract are concerned."

CREDENTIALS:

The Fair does supply five (5) five-day entrance passes and two (2) five-day parking tickets. Additional daily entrance and parking tickets (hereafter known as "credentials") must be purchased through the accounting office. Vendors without advance sale credentials will be required to park in the general public parking lot and purchase their entry tickets at the gate for full price. WFA cards are accepted at all gates for admission.

If a contract is issued, vendors will be required to complete a credential order form for any purchases of advance credentials, parking, and RV space (which is limited). All vendors and their employees need credentials to enter the Fairgrounds and parking areas. Note: One person may pick up your credential packet. You are responsible for distributing credentials to your employees.

Number of employees per day: _____

Please list person authorized to pick up credentials: _____

RV PARKING:

For 2020 RV Parking, please see the price sheet guideline at the end of this application. *Please note that while electricity will be provided no water or sewer hook ups will be available.

The RV Park will open April 20, 2020 at 10:00 a.m. and will operate on a first-come, first-serve basis. *REMINDER* All vendors must pick up an RV Parking Permit at the NOS office and be spotted by an NOS Rep in order to be parked. RV's will not be parked without a permit. NO EXCEPTIONS! Each unit will be required to present an RV Parking Permit and will be positioned by our Concessions Manager according to size of unit. Move out has to be done by Tuesday, April 28th by 12:00 noon.

I have read and understand the instructions and additional information attached. I certify that all information contained in this application is true and accurate.

Date: _____ Name: _____
Please Print

Title: _____ Signature: _____

I agree to abide by the rules and regulations stipulated in the agreement should space become available. This application in no way implies or guarantees that space will be offered. The National Orange Show Fair reserves the right to refuse any application, and may refuse to execute a contract without giving reason for same or to relocate a concessionaire at any time for the betterment of the Fair.

Date: _____ Name: _____
Please Print

Title: _____ Signature: _____

2020 NATIONAL ORANGE SHOW FAIR
RATE SCHEDULE

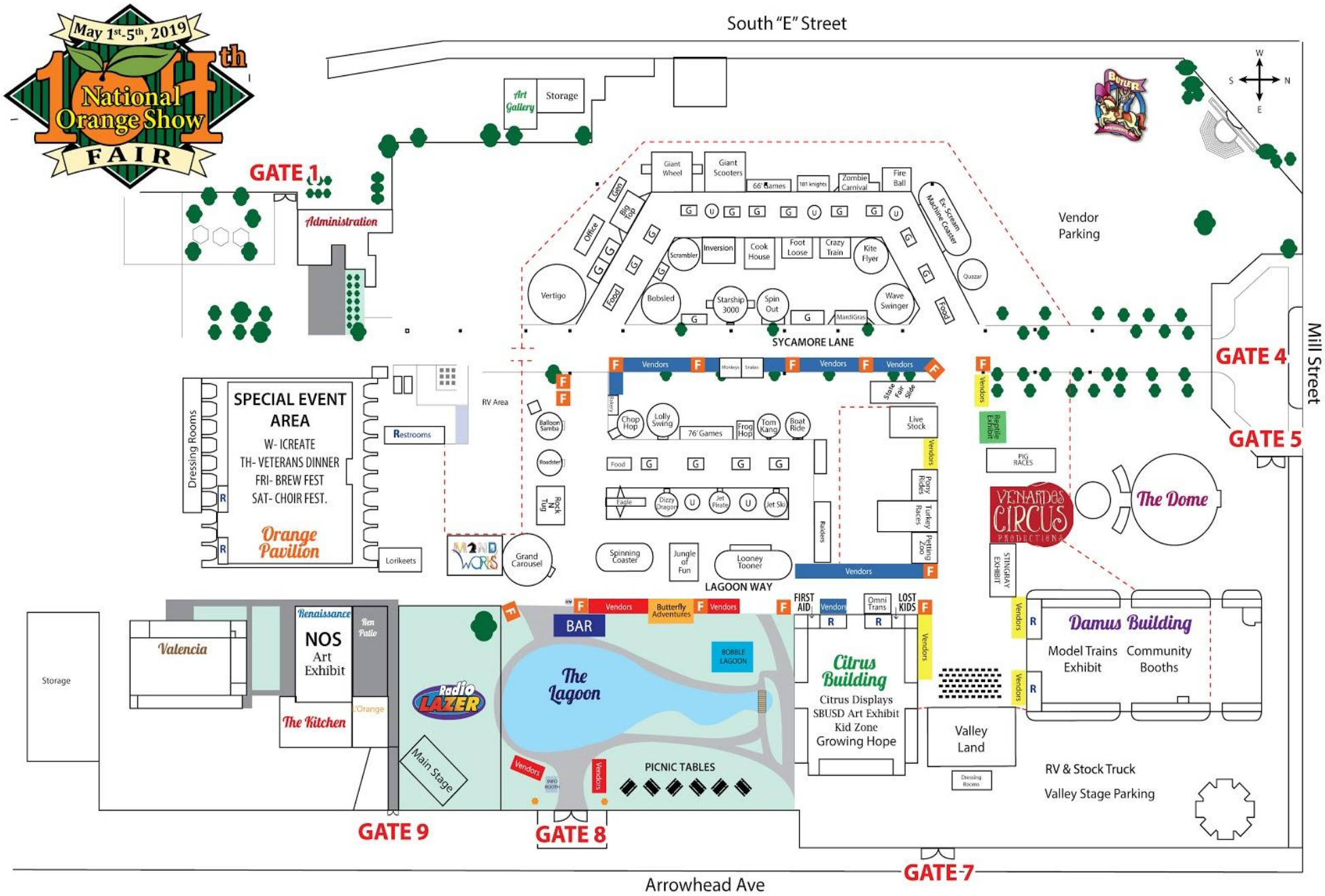
FOOD CONCESSIONAIRE:
A guaranteed minimum fee of $500 will be due by concessionaire no later than April 15th, 2020. The rate structure is based upon 22% of your 2020 Fair gross sales (less sales tax) or guaranteed deposit of $500, whichever is ultimately greater.

This is a guideline of the additional fees that we charge:
The RV Park will open April 20th, 2020 at 10:00 a.m. and will operate on a first-come, first-serve basis. Concessions Manager will be parking units according to size and space required to best fit our RV park area. Move-out day will be Tuesday, April 28th, 2020 by 12:00 noon, unless otherwise pre-approved by the National Orange Show.

Electrical 220 volts with 50 amps (included in RV space rental) – Any additional electrical usage will be billed on an individual basis. Our electricians will be monitoring electrical usage for 2020.

Electrical fee for food concessions stand (each 50 amp outlet) is $200 flat fee per stand.

- **Stock Truck Parking Space (with electrical) $40**
- **RV & (1) Auto Parking Space (with electrical) $40**
- **RV & Stock Parking Space (w/out electrical) $30**


May 1st-5th, 2019
104th
National Orange Show
FAIR
South "E" Street
Mill Street
Arrowhead Ave
GATE 1
GATE 4
GATE 5
GATE 7
GATE 8
GATE 9
Art Gallery
Storage
Administration
Vendor Parking
SYCAMORE LANE
Giant Wheel
Giant Scooters
66' Games
101 Knights
Zombie Carnival
Fire Ball
Ex-Scream Machine Coaster
Quazar
Wave Swinger
Starship 3000
Spin Out
Bobsled
Vertigo
Scrambler
Inversion
Cook House
Foot Loose
Crazy Train
Kite Flyer
Big Top
Office
Food
MardiGras
SPECIAL EVENT AREA
W- ICREATE
TH- VETERANS DINNER
FRI- BREW FEST
SAT- CHOIR FEST.
Orange Pavilion
Dressing Rooms
Restrooms
RV Area
Lorikeets
Balloon Samba
Roadster
Rock N Tug
Grand Carousel
MIND WORKS
Vendors
Monkeys
Snakes
Store
Fair Slide
Chop Hop
Lolly Swing
76' Games
Frog Hop
Tom Kang
Boat Ride
Live Stock
Eagle
Dizzy Dragon
Jet Pirate
Jet Ski
Spinning Coaster
Jungle of Fun
Looney Tooner
LAGOON WAY
Pony Rides
Turkey Races
Petting Zoo
Reptile Exhibit
PIG RACES
VENANDES CIRCUS PRODUCTIONS
The Dome
STINGRAY EXHIBIT
Renaissance
Ren Patio
NOS Art Exhibit
Valencia
The Kitchen
L'Orange
Storage
Radio LAZER
Main Stage
BAR
Butterfly Adventures
The Lagoon
BOBBLE LAGOON
PICNIC TABLES
INFO BOOTH
FIRST AID
Omni Trans
LOST KIDS
Citrus Building
Citrus Displays
SBUSD Art Exhibit
Kid Zone
Growing Hope
Valley Land
Damus Building
Model Trains Exhibit
Community Booths
RV & Stock Truck
Valley Stage Parking