

# SAN JOAQUIN COUNTY FAIR

JUNE 13-16, 2019

## Concessionaire Application Packet



**Thank you for your interest in being a concessionaire at the San Joaquin County Fair. Please review these instructions carefully. This application is neither an offer nor a guarantee of space. If you have any questions regarding this application, please call the**

**San Joaquin County Fair Office at (209) 466-5041 or e-mail to [info@sanjoaquinfair.com](mailto:info@sanjoaquinfair.com) or [jzmine@sanjoaquin.com](mailto:jzmine@sanjoaquin.com)**

**Applications can be mailed to:**

**San Joaquin County Fair Office, 1658 S Airport Way Stockton, CA 95206**

### **INSTRUCTIONS FOR COMPLETING APPLICATION PACKET**

1. This application is neither an offer nor a guarantee of space.
2. If you are applying for more than one stand, you must submit a separate application.
3. All questions on this application must be answered completely. Be sure the information you give is accurate, as it will be the sole representation of your business for the selection process.
4. Submit a TYPED menu with all items and proposed prices (including beverages). If selected, a formal menu will be negotiated.
5. Submit recent photos of your food stand(s) with application; day, night and backyard.
6. A 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).
7. A copy for 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).
8. Management will determine the location of your booth. Locations are subject to change from year to year.
9. The utility and health fees on this application are subject to change per final agreement with governing agencies and departments.
10. Applications for all vendors are due by March 20, 2019. After March 20, 2019 applications are open to all. Checks should be payable to the San Joaquin County Fair.

**SUBMIT CONCESSION(S) APPLICATIONS TO: San Joaquin County Fair – Attn: Jazmine Hernandez**

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## RENTAL RATE INFORMATION

Food concessions: \$500 per 10ft of frontage space

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## SAN JOAQUIN COUNTY ENVIRONMENT MANAGEMENT INSPECTION FEES

All concessionaires will be inspected by the County of San Joaquin Environmental Health Management division. These fees are subject to change until the contract is executed with the department.

Safe Food Handling Fee	Per location
Trailers & High Risk Samplers	\$158.00
Low Risk Samples	\$75.00

## Food & Beverage Concessionaires and Packaged Food Servers/Demonstrators

Food Concessionaires and Packaged Food Servers/ Demonstrators must complete the enclosed ***Food Vendor Permit Application***. Keep one copy to post in your stand/booth. Return one copy to the Fair by March 20, 2019.

If you already have a one-year permit that is good through June 30<sup>th</sup>, 2019, you may still operate under that permit and will not be required to pay a fee through the Fair.

***All operations will be inspected.*** As in the past, the Health Department will be on the grounds during the first few days of the Fair to inspect every location. Any operation not in compliance will be notified and must meet requirements as soon as possible or face possible closure by the Fair. Food quality and sanitation are extremely high priorities for the Health Department and the Fair. Keep hot foods hot, cold foods cold, and exercise proper sanitation practices.

Food Preparation Concession	\$80 per location
Packaged Food/Demonstrators	\$50 per location
Beer Concessions	\$80 per location

\*Rates subject to change.

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## UTILITY REQUIREMENTS

All cords 70 Amps and less must have plugs.

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

(As stated in handbook, no plugs, extension cords, and cord caps or other equipment will be provided by the San Joaquin County Fair.)

Electricians time will be charged for hardwire tie-ins at \$80 per stand.

Amps	Cost
1- 20	\$85.00
21- 50	\$135.00
51- 100	\$255.00
101- 150	\$355.00
151- 200	\$460.00
201- 250	\$585.00
251- 300	\$685.00
301- 350	\$785.00
351- 400	\$885.00
Electrician needed to hardwire stand	\$80 per stand  *Rates subject to change

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## OTHER INFORMATION

· Once applications have been received the San Joaquin County Fair will review all applicants and spaces for a good fit. We begin to notify all accepted vendors starting the middle of March.

· We will still accept applications after the March 20, 2018 deadline; however it may impact your chances of being selected.

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**Please submit the following pages with the requested information on the cover sheet by March 20, 2019 for returning vendors.**

Check one:       New Applicant                               2018 Returning Concessionaire

Company Name: \_\_\_\_\_

Owner/Operator Name: \_\_\_\_\_

Stand Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Fax: (\_\_\_\_) \_\_\_\_\_ How long in business: \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

Federal Taxpayer's ID # \_\_\_\_\_ CA Seller's Permit # \_\_\_\_\_

(Attach copy of permit to application)

Do you accept credit or debit cards as payment at your stand?       Yes  No

Are you a member of Western Fairs Association (WFA)?       Yes  No

Are you a member of IAFE organization?       Yes  No

Are you a member of NICA organization?       Yes  No

Do you have a ServSafe certificate? (Attach copy of certificate)       Yes  No

How many serving windows does your stand have?      \_\_\_\_\_

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**Liability Insurance & Workers Compensation Requirements**

Each exhibitor must provide the San Joaquin County Fair with proof of general liability insurance of no less than \$1,000,000. Product Liability of no less than \$1,000,000 is required for food samplers. Please check the box below indicating the type of insurance you will provide for Fair. Completing this form does not constitute proof of insurance. Proof of insurance will be required once a contract has been issued.

**Each exhibitor who hires employees must also provide a copy of worker's compensation insurance.**

**My own carrier\***

**Carrier:** \_\_\_\_\_

**WFA Master List CFSA # \_\_\_\_\_ Policy Expires \_\_\_\_\_**

**Name policy is under** \_\_\_\_\_

**Purchase through CFSA. \$135 will be added to your contract.**

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**Utility 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.

**Power needed for Food Trailer/Cart:**                      **Voltage \_\_\_\_\_ Phase \_\_\_\_\_ Amps \_\_\_\_\_**

**Power needed for any other equipment in space:**                      **Voltage \_\_\_\_\_ Phase \_\_\_\_\_ Amps \_\_\_\_\_**

\*Do not include stock truck requirements\*

**Total amperage needed for space = \_\_\_\_\_**

**\*\*\*Vendors will be charged for total amperage requested\*\*\***

**Does your stand use water/sewer?**     **Yes**  **No**

**Does your stand produce grease?**     **Yes**  **No**    **If yes, how many gallons?** \_\_\_\_\_

\*Estimate grease for 5 day Fair\*

**Do you need an ice merchandiser?**     **Yes**  **No**    **If yes, how many?** \_\_\_\_\_

Please list any special trailer set up (i.e. additional trailers/refrigeration units in space and power requirements):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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**Trailer/Stand Dimensions**

**My stand is a(n):**     **End Serve**  **Side Serve**                      **Dimensions of stand: \_\_\_\_\_ W x \_\_\_\_\_ D x \_\_\_\_\_ H**

**Removable Hitch:**     **Yes**     **No**                      **Backyard are needed: \_\_\_\_\_ W x \_\_\_\_\_ D x \_\_\_\_\_ H**

Please sketch a complete diagram of your stand including awnings, counters and back area. Include measurement in feet. Show hitch on trailer if it cannot be removed. Concessionaire must provide own screening.

**DIAGRAM OF STAND**


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**References**

(List 2 fairs, festivals or shows you have recently participated in)

Event #1 \_\_\_\_\_

Contact person \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

Event #2 \_\_\_\_\_

Contact person \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

NOTES (Please use this space to add any information that was not included above).

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## Golf Cart Permit Application

Concession / Commercial Exhibit Company Name: \_\_\_\_\_

The above named concession/commercial exhibit company hereby requests permission to operate a golf cart, or similar vehicle, on the San Joaquin Fairgrounds during the annual San Joaquin Fair.

I have read and agree to abide by all rules, regulations, and conditions of the San Joaquin Fair Golf Cart Safety & Permits and understand that failure to follow them may result in loss of privileges for the duration of the annual Fair. I agree that all my employees and/or volunteers will read and follow all rules and regulations, too.

I certify I possess insurance for a minimum of \$1,000,000 in general liability insurance and a certificate of insurance specifically stating golf cart coverage and that complies with the terms of the Insurance Statement (attached to and a part of the above named agreement) is on file with the San Joaquin Fair Administration Office.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

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### **Fair Use Only:**

Insurance on File: \_\_\_\_\_ Date \_\_\_\_\_ Permit Issued # \_\_\_\_\_

**Financial Interest**

Names are required of all persons with financial interest (ownership) in your business or organization (if a corporation, list corporate offices). Descriptions such as “none”, “self”, or “corporation” are not acceptable.

Name(s) \_\_\_\_\_  
\_\_\_\_\_

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**Certification of Applicant**

I have read and understand the 2019 Commercial & Concessions Rules and Regulations, instructions and any additional information attached. I understand that this form is an application for space only, and is neither a commitment by the applicant, nor an offer by the San Joaquin County Fair to rent space. I certify all information contained in this application to be true and accurate to the best of my knowledge.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Title \_\_\_\_\_





**TEMPORARY FOOD VENDOR'S APPLICATION**

All food vendors (both for profit and non-profit) are required to return a signed and completed copy of this checklist to the festival coordinator three (3) weeks prior to this event.

1. 1. Name of Event: \_\_\_\_\_ Date(s): \_\_\_\_\_

2. The following is information about my organization/business:

Name of organization/business: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Alternate: ( ) \_\_\_\_\_

3. List food to be sold or given to the public: \_\_\_\_\_

4. I am providing food that is **NOT** prepared at home:  Yes  No

All food is prepared on-site or is from approved commercial facilities:  Yes  No

Name of facility: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_

Address of facility: \_\_\_\_\_

5. I am providing a booth with the following: (to protect my unpackaged food and food-preparation areas from flies, dust and the public)

A booth with walls and ceiling constructed of either wood, canvas, plastic, similar material and fine mesh fly screening, completely enclosing open food areas. It will also have a smooth and cleanable floor (concrete, asphalt, clean tarps and smooth wood are acceptable) and constructed to separate food and food preparation areas from the public.

Other (specify): \_\_\_\_\_

**Note:** The only operations not required to provide enclosed booths are those which sell beverages from approved dispensers, or prepackaged foods from approved sources.

6. Approved water for drinking, utensil and hand washing will be provided in my booth by the following methods:

Approved bottled water.

On-site hose bib that is connected to a potable water source.

Other (specify): \_\_\_\_\_

7. Electricity is provided for my booth's use:  Yes  No

8. I am providing an accurate probe thermometer to measure the hot and cold holding of potentially hazardous foods during all times of booth operation:  Yes  No

9. I am providing the following hot temperature control for the hot holding of all potentially hazardous foods above 135°F:

Camp stove  Sterno & hotel trays

Double steamer  Steam table & lids

Electric stove top  Other (specify)

**Note: Examples of potentially hazardous food include: meats, tamales, cooked beans, rice, vegetables, potato salad, eggs, and dairy products.**



10. I am providing the following cold temperature control for the cold holding of potentially hazardous foods below 45°F (if food is used the following day, maintain below 41°F temperature):
- Ice chests
  - Refrigerator
  - Refrigerated truck
  - Ice bath and tubs
  - Other (specify) \_\_\_\_\_

11. I am providing the following items within my booth for the sanitary cleaning of food preparation utensil
- Three compartment sink.

OR

- Three deep tubs (basins 6-8 inches minimum), one for soapy water, one for rinsing and one for a bleach solution (one tablespoon of bleach per gallon of water).
- Detergent, bleach, and wiping cloths (cleaning towels).
- Tub to store wiping cloths in bleach solution.

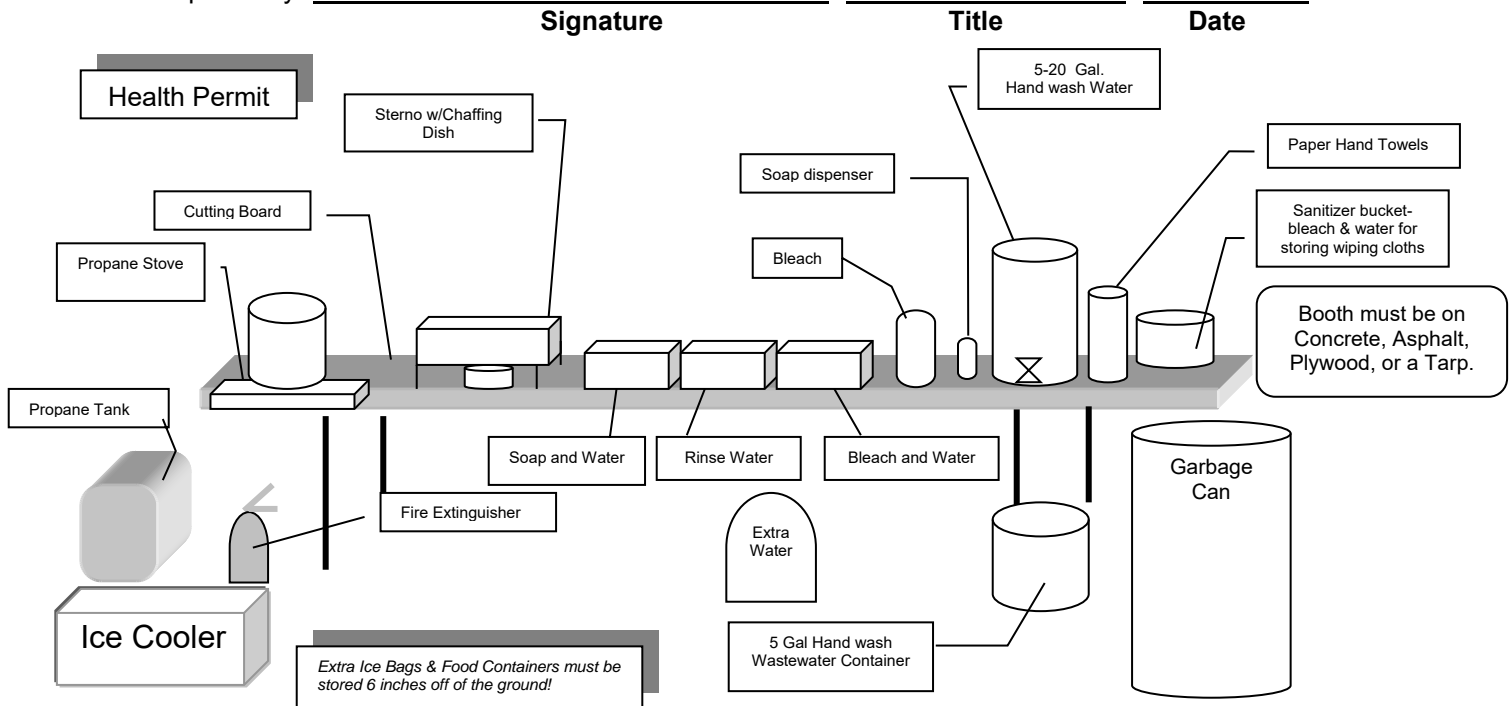
12. I am providing the following for adequate hand washing facilities, but separate from utensil wash within my booth:

- Water supply dispenser with warm water at a minimum of 100°F (i.e. 5-20 gallon container with spigot).
- One separate tub (bucket or basin) for the collection of rinse/wastewater.
- Paper towels and pump-style soap container.

13. Names of responsible persons to be present in booth during all hours of operation:
- \_\_\_\_\_

**\*\*Important\*\*** All food vendor booths are subject to inspection. Please make a copy of this application in preparation for this event. A copy of this checklist must be in the booth at all hours of preparation and operation. **Return original to festival coordinator three weeks prior to this event.**

14. Completed by: \_\_\_\_\_





**WHAT TO BRING THE DAY OF THE EVENT**

1. A copy of your Temporary Food Vendor's Application
2. Probe thermometer (0°F - 220°F)
3. Three (3) deep (6-8 inch) tub for utensil washing or a 3-compartment sink
4. Detergent for utensil washing and bleach for sanitizing
5. One (1) tub for sanitizing
6. Bottled water (if not provided at site)
7. Water dispenser (i.e. bottled water container with spigot)
8. Bucket or basin for hand washing wastewater
9. Paper towels
10. Pump style soap dispenser (BAR SOAP IS NOT ALLOWED)
11. Trash container with liners (trash bags)
12. Serving utensils
13. Wiping cloths (cleaning towels)

**WHAT TO EXPECT**

1. **Post a copy** of your completed Temporary Food Vendor's Application in each booth.
2. **Maintain Hot Foods at or above 135° F** by use of the following methods:
  - a. Camp stove
  - b. Double steamer
  - c. Electric stove top
  - d. Sterno and hotel trays
  - e. Steam table
3. **Maintain Cold Foods at or below 45° F** by use of one of the following methods:
  - a. Ice chests
  - b. Refrigerator/Refrigerated truck
  - c. Ice bath and tubs
4. **Ensure that all food is thoroughly cooked** to the proper minimum temperature:
  - a. Ground meat - 155° F
  - b. Eggs and food with eggs - 145° F
  - c. Pork and single pieces of meat - 145° F
  - d. Poultry and stuffed meats - 165° F
5. **Re-heat foods to 165° F** before putting them in warming units.
6. **Check food temperatures** with a probe thermometer. Sanitize thermometer after each use.
7. **Wash hands** before preparing or handling food and after using the bathroom, smoking, or handling garbage.
8. **Keep all food preparation surfaces and utensils clean.** Wash and sanitize cutting boards and prep surfaces frequently.
9. **All foods** are to be prepared in an approved kitchen or on site (home kitchens are not allowed).
10. **Set up separate areas for utensil washing and handwashing:**

**UTENSIL WASHING:** Set up one (1) deep tub for wash water, one (1) tub for rinse water, and one (1) tub for bleach water - Mix one (1) capful or 1 tbsp of bleach to each gallon of water.

**HANDWASHING:** Dispense water from a container of water with spigots. Use a separate tub to collect wastewater. Use a pump style soap dispenser - NOT BAR SOAP
11. **Dispose of garbage** using plastic garbage bags.
12. **Keep all food protected.** Do not place food or food containers on the ground and keep covered.
13. **SMOKING** is not allowed in the food booth.
14. **Keep ICE FOR CONSUMPTION** in a separate ice bin. Do not store scoop inside ice bin.



**MANUFACTURERS OF FOOD BOOTHS**

A & R BOOTH RENTAL  
148 Crescent Avenue  
Sunnyvale, CA 94087  
(408) 739-0373  
[www.arbooths.com](http://www.arbooths.com)

SPECIAL EVENTS RENTAL  
295 S. Vasco Rd,  
Livermore, CA 94551  
(408)294-5800 & (925)605-2900  
[www.bayareatents.com](http://www.bayareatents.com)

A & L PRODUCTS  
1900 Kinser Rd.  
Ceres, CA 95307  
(209) 538-1890 & (800) 955-8368  
[www.altent.com](http://www.altent.com)  
[www.FoodBoothTents.com](http://www.FoodBoothTents.com)

**BOTTLED WATER COMPANIES**

AERO PURE WATER  
916 E. Victor Rd  
Lodi, CA  
(209) 464-8099

ARROWHEAD  
(866) 869-4017

CALIFORNIA CLEAR  
PO Box 981  
Walnut Grove, CA 95690  
(916) 776-1544

CENTRAL SAN JOAQUIN WATER  
311 E. Main St  
Stockton, CA  
(209) 466-7952

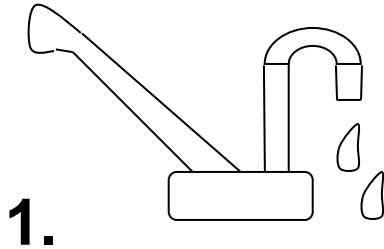
CULLIGAN WATER CO  
1226 Enterprise Street #8325  
Stockton, CA 95204  
(209) 466-2501 & (888) 312-5589

BROOKFALLS WATER INC.  
435 N. Yosemite St.  
Stockton, CA  
(209) 467-4426

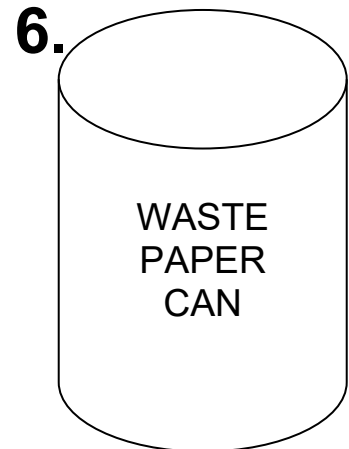
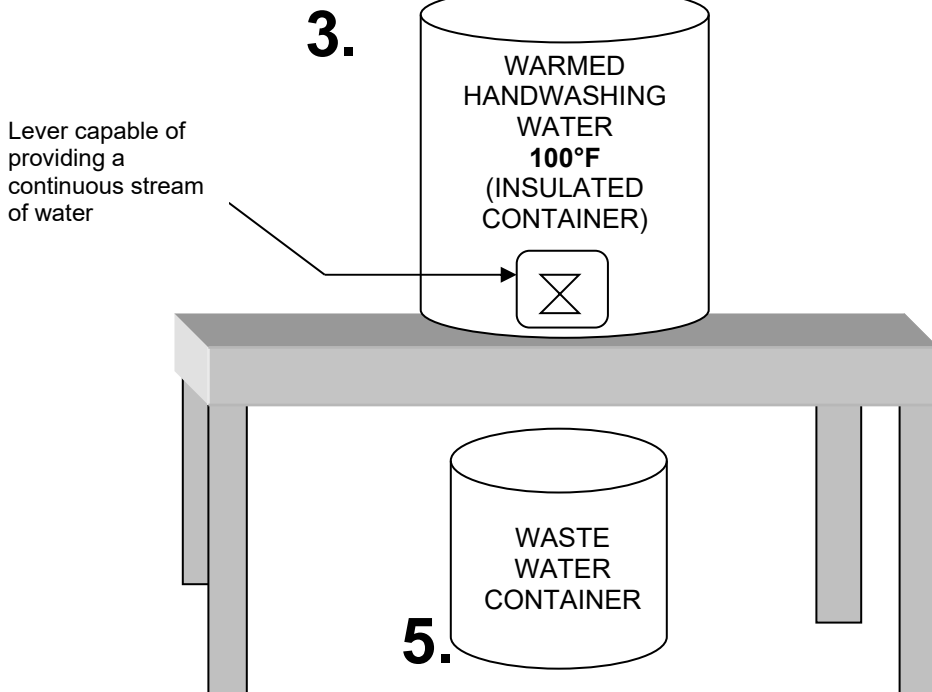
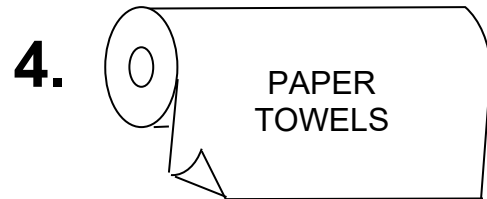
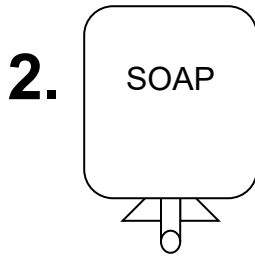
**NOTE:** These are the manufacturers and/or rental facilities that have submitted information to the San Joaquin County Environmental Health Department.



# HOW TO MAKE AN ALTERNATIVE HANDWASHING STATION



HEATED WATER FROM AN APPROVED SOURCE TO A MINIMUM OF **100° F**





## **Temporary Food Booth Structure and Set-up**

Except as noted below, the booth must be entirely enclosed with four complete sides, a top and a cleanable floor (pavement is acceptable).

1. Booths operating on grass or dirt must use plywood, tarp or similar material, for floor surfaces. (Section 114347)
2. Ceilings shall be smooth, durable, and readily cleanable. Screening shall only be acceptable as a ceiling material above cooking equipment when necessary for ventilation purposes. (Section 114349)
3. All food service openings shall be equipped with tight-fitting closures to minimize the entrance of insects. (Section 114349)
4. Grills and barbecues or other approved cooking equipment shall be separated from public access by using ropes or other approved methods to prevent contamination of the food and injury to the public. (Section 114341(c))
5. All food and equipment shall be stored inside the fully enclosed booth with the exception of outdoor BBQ facilities. Construction materials such as plywood, canvas, plastic, and fine-mesh fly screening (at least 16 mesh) may be used. Rental booths constructed as noted above, may be used when approved by the local Environmental Health Department.

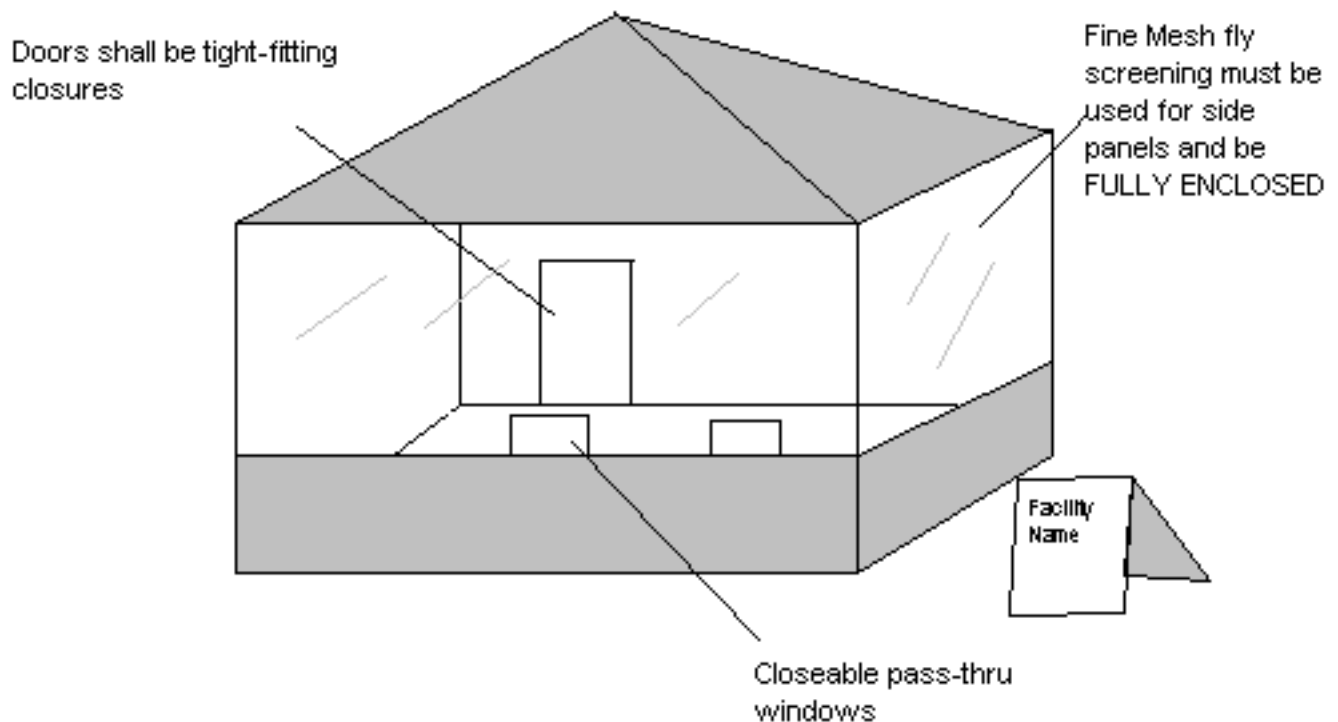
**Note:** The only operations not requiring fully enclosed booths are those which sell beverages from approved dispensers, or food items prepackaged by a wholesaler or at an approved off-site kitchen. These items must be sold in the original packaging.

6. The name of the facility, city, state, zip code, and the name of the operator, if different of the name of the facility, shall be legible and clearly visible to patrons. The name shall be in letters at least 8 centimeters (3 inches) high and shall be of a color contrasting with the surface on which it is posted. Letters and numbers for the address may not be less than 2.5 centimeters (1 inch) in height. (Section 114337)
7. Inspection Report must be posted in public view upon receipt. (Section 113725.1)

These requirements have been established to be consistent with state and local health code requirements and are intended to assist you in providing safe and wholesome food to the public.



## EXAMPLE OF BOOTH CONSTRUCTION



**NOTE:** Roof and side panels may be plywood, fiberglass, plastic, or canvas board with wood or metal framing.