



FOOD VENDOR RULES & INFORMATION

2024

This agreement does not permit subletting spaces described. This agreement is not transferable. Agreement terms are only for contracted dates.

Renewal of 2023 Exhibitor Space and electrical forms are due by June 1st, 2024. Final Balance due by JUNE 1st, 2024. If you have any hired help/labor or contracted labor to work in your booth, i.p.you will also be required to have Workers Compensation coverage.

PRICING FOR OUTSIDE FOOD STAND SPACE: 10 Feet of frontage (\$450 Min.) - \$45 per foot for each additional foot. *Footage includes trailer hitch, coolers, awnings, canopies, etc.
**Electrical service for food stands, additional cost (all electrical appliances and cords must follow MN State Electrical guidelines). PAYMENT IS DUE BY JUNE 1st, 2024.

ELECTRICAL: Electrical services for all vendors which will include all lease spaces, booths, portable eq., support eq., storage trailers, storage trucks, additional cooling eq. and living trailers/campers needing electricity must be serviced by #12 or larger extra hard usage cords as specified in article 400 and 525 of the National Electrical Code. Also, pursuant to 1999 NEC ALL PERSONAL USE RECEPTACLES WITHIN THE LEASE SPACE WILL NEED G.F.C.I (GROUND FAULT CIRCUIT INTERRUPTION) protection provided by vendor.

Electrical services for commercial food booths are handled as a separate cost depending on each vendor's needs. Each unit will be inspected by the State Electrical Inspector and WILL NOT be allowed to be energized unless it has a current State of MN sticker. *Please Note – a fee is charged for this inspection by the State.

*Only the Authorized Fair Electrician will be allowed to perform any electrical hook up or wiring of any equipment on the Fairgrounds due to insurance and State permits. A daily inspection will be done by the Fair electrician for the safety of everyone who attends our fair. If you need an early hook up, please let us know so we can accommodate your needs.

All electrical units will be required to have a disconnect switch or circuit breaker of the proper size and meet the State electrical code along with the proper grounding. Extra Hard Service cords that service all units will be required. Two wire cords will not be acceptable nor will any cord that does not meet the code of proper grounding.

DELIVERIES: All deliveries by car/truck will be completed by 9am each day with NO VEHICLE TRAFFIC ALLOWED on the blacktop between 7am-1am Tuesday through Saturday.

SET UP TIME: Set up of food stands/trailers Friday, July 19th – Monday, July 22th, 2024. All units need to be ready to open by 1pm on Tuesday, July 23th, 2024.

TEAR DOWN: Tear down can begin Sunday, July 28th anytime after 7pm. There is no vehicle traffic allowed on the fairgrounds until after 9:30pm on Sunday or until authorized staff has announced it is safe to bring vehicles on the grounds. All units must be removed from the grounds by the Monday following the fair. Early dismantling of your booth will result in a \$200 fee and you will be blacklisted for future events.

VENDOR HOURS: We ask that all Food Vendors be open for business from 11am until 11pm each day. You are welcome to open before 11am and must close by midnight. The fair gates open at 7am.

PARKING: We offer Free Parking either on the grounds or in the West lot across the street. There is no reserved parking on the grounds.

MOTOR HOMES / CAMPERS / STOCK TRUCKS: Camper / MotorHome / stock truck cost is \$150 and includes one 20 amp service. Camper space is limited. A reservation must be made when you confirm your contract. Each unit will be reserved on a first come first served basis and must include the total length and width of the unit. *Due to space limits, stock trucks might not be located next to your camper space. **All campers and stock trucks will need to use Extra Hard Usage Cords.

VENDOR TICKETS ARE REQUIRED: As a vendor, you can purchase vendor gate admission tickets for yourself and your staff ONLY at \$8 per person, per day. Vendor tickets are only available at the Fair Office and in the link that will be sent to the email on the application. Vendor tickets are not for guests or the general public.

INSURANCE (COI): A copy of your insurance coverage of \$2 million (Certificate of Accord) for the current year is due by JUNE 1st. The Anoka County Fair and the Anoka County Agricultural Society need to be listed as additional insured for the certificate of insurance you are providing. The Fair can offer a \$2 million dollar coverage certificate through an independent insurance source for a fee of \$100 which is due by JUNE 1st. Please be sure your insurance certificate is current.

SPECIAL FOOD STAND REQUIREMENTS: Menu - All Food Vendor Menus will be limited to the menu you provided on your contract. Any request for changes to your menu including products and sizes must be made in a written request sent to the Fair Board for approval at least one week prior to the opening of the Fair. Menu lists will be checked during the fair, and those in violation will not be allowed as a vendor the following year.

SIGNAGE: No merchandise, displays, signs, awnings, hitches or similar will be allowed to extend beyond the front edge of your stand which would obstruct the normal view of any other vendor or disrupt the normal flow of traffic. *Please note that there will not be any signage/materials related to any religious or political groups allowed*.

GREASE TANK: There is a grease tank located behind the blue building. **DO NOT DUMP** Grease in the garbage barrels. Vendors in violation will be charged a fee for clean up, and the contract will be canceled.

WASTE WATER: Do not drain any waste-water onto the blacktop or into any area that would affect other vendors during the operating hours of the Fair.

ICE: Ice will be available for purchase.

PERMITS: Food license permits can be purchased through the State or Anoka County Health Department. **FOOD LICENSE MUST BE DISPLAYED** inside the food stand.

FIRE EXTINGUISHER: All food stands must have a Fire Extinguisher available inside the stand.

FLOOR: All food stands must have a floor and be three or more inches off the ground.

MN SALES TAX: All Vendors selling products / food will have a MN Sales Tax Number displayed. All vendors will be required to fill out a ST-19 Sales Tax Form and return it with your contract showing you have a valid MN Tax ID number. We are required to have this on file each year for the State.

The above rules are in addition to any rules and regulations found included in the space and electrical contracts. If you have any questions, please email anokafair@gmail.com.