



Hunt County Fair Association Inc.

9800 Jack Finney Blvd

PO Box 1403

Greenville, TX 75403-1403

(903)454-1503

**Food and Beverage
Concessions Application
April 22-MAY 1, 2022**

*******THIS IS A 10 DAY EVENT*******

Dear Applicant:

The Food Service Department has a formal application process for Food and Beverage Concessions at the Hunt County Fair. Please read the Food and Beverage Requirements before submitting the application.

To be considered for the 2022 Hunt County Fair, your application must be returned as soon as possible to ensure your vendor spot. Applicants will be required of submit their full menu along with pictures of each menu item. Pictures of electrical plugs will also be required. The application needs to be as descriptive as possible on food and preparation methods. If you have a special name for your product, please include a description of the product that any person would understand.

Thank you for your interest in the Hunt County Fair. The 2022 food vendor dates are Friday, April 22ND – Sunday, May 1ST .

Cordially,

Jennifer Crumpton

Fair Manager

HUNT COUNTY FAIR FOOD AND BEVERAGE CONCESSIONAIRE APPLICANT INFORMATION

2022 FAIR DATES: Friday, April 22ND – Sunday, May 1ST

Listed below are certain requirements and information concerning the application for operation of a Food and Beverage Concession during the Hunt County Fair. These requirements are not all inclusive and the information is subject to change without notice.

There are many rules and regulations concessionaires must follow if selected. These include, but are not limited to uniform appearance, menu board compliance, stand appearance, operating hours, etc.

A food application must be filed every year with the City of Greenville prior to April 1, or the date listed on the application. Each application is good for one fair only. You will be notified confirming the selection or denial of your application. **You will be required to send the full menu and photos of the presented sides of the trailer you will be selling from. Please include pictures of the menu items if available.** New concessionaires are chosen based on a number of variables, including, but not limited to: the uniqueness of the food product, the availability of space, past experience, and the needs of the Fair.

FOOD AND BEVERAGE CONCESSION VENDORS INFORMATION

PAYMENT

- A \$1,000.00 nonrefundable vendor fee. This fee includes electricity and water. Paid Online by February 1st.
- The Hunt County fair will receive **15% of total Gross Daily Sales**, to be paid between 3pm-5pm the following day at the Fair office. The Final Sunday will be collected at close of business.
- The Hunt County Fair does not deduct the sales tax. It is your responsibility to pay state sales tax. You may contact the State Comptroller's office if you have any questions.
- Sales tax permit must be displayed in booth on the day of the event. If the type of good you are selling does not match the good listed on your vendor application, you will not be allowed to sell that item.
- This is a rain or shine event.

SITE

- Food vendor sites are approximately 20'x15'.
- Vendor will be responsible for adequate lighting in their vendor space.
- Concessionaire is responsible for supplying commercial equipment, products, uniforms, and employees.
- No handwritten signs.
- Vehicles will not be allowed to stay with trailers and required to park in Vendor Parking. (See Map) Vendor Pass must to be DISPLAYED.

UTILITIES

Electricity - Provided (Below are Rules & Requirements) – **SEE PAGE 8**

- Must have 50-100' Heavy Duty Extension Cord
- (1) Electrical Opening is allowed Per Vendor/Per Space
 - o All auxiliary power must tie into vendor trailer & (1) Circuit will connect from Vendor trailer into Hunt Count Provided power.
- Provided Power Source Options are 1 of 3 options: Options are as Follows
 - o 20amp – 110v/1
 - o 50 Amp (Standard Dryer Plug) – 230v/1
 - o 50 Amp (Cam-Lock) – 230v/1

NO PANEL TAMPERING OR DIRECT WIRING OF ANY KIND IS ALLOWED

Water - Provided (Below are Rules & Requirements)

- Vendor is **REQUIRED** to supply **Professional Grade** Water Hose with Anti Flush Valve; **50' Minimum**
 - o *Certain locations will require the hose to run across Pedestrian path also used by fair authorized vehicles*

PARKING

- 1 parking and 2 season passes will be provided to each vendor. No extra parking spaces may be purchased.

CITY OF GREENVILLE CONSUMER HEALTH REQUIREMENTS

- A health permit and food item approval are required through the City of Greenville Public Health Division after being approved by the Fair. All City of Greenville regulations must be met. A copy of your temporary health permit from the City of Greenville TX must be available upon set-up. To apply for your temporary health permit, please contact:

City of Greenville – Public Health located at
 2315 Johnson Street
 Greenville, TX 75401
 903-457-3160
<http://www.ci.greenville.tx.us/439/Public-Health>

INSURANCE

- A minimum of \$500,000 General Liability Insurance valid through the event is required for all food vendors. All insurance policies must be received by the Hunt County Fair by April 1st.

SECURITY

- Festival security will be provided for vendor and public safety. Vendors should take precautions and arrangements for their wares against theft and weather. Security will be provided for vendor protection throughout the night.

CAMPING

- \$25 per night for a minimum of 10 nights. Prepay to reserve a spot. Spots are limited. **Must be Purchased**

Online

OPERATING HOURS

- Vendors are expected to be open and present at their booth during fair hours.
- Set up for vendors starts Thursday, April 21ST at 9am. Tear down is not permitted until after the participants have left the fairgrounds Sunday night.
- A schedule of hours is provided below

The above information has been furnished to provide you with information and help you evaluate your willingness to participate in the Hunt County Fair Food and Beverage operation. There may be additional requirements. Additional information will be furnished if selected. Thank you for your interest in the Hunt County Fair.

For directions to this Greenville event please visit the Hunt County Fair website. Volunteers will be on hand to help you locate your booth location and parking for your vehicles.

Email: fairmanager@huntcountyfair.net

Web Site: www.huntcountyfair.net

Mailing address: Hunt County Fair Association

Attn: Bekah Medders

9201 Wesley St Suite B

Greenville, TX 75402

Schedule/Hours

Mon-Fri

5pm – 12am

Sat-Sun

Noon-12am

HUNT COUNTY FAIR FOOD AND BEVERAGE CONCESSION APPLICATION 2022

(Please Print) DATE _____

NAME _____

BUSINESS NAME _____

OWNER OFFICER PARTNER PRESIDENT MAILING

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

HOME PHONE _____ CELL PHONE _____

E-MAIL _____

EMERGENCY CONTACT (Other than above) NAME _____

PHONE NUMBER _____ RELATIONSHIP _____

LIST REFERENCES WITH PHONE NUMBER FROM PAST VENDOR SHOWS

1. _____
2. _____
3. _____

FOOD DESCRIPTION The application needs to be as descriptive as possible on food and preparation methods. If you have a special name for your product, please include a description of the product that any person would understand. Include pictures of the products.

PRODUCT/MENU DESCRIPTION & SUGGESTED PRICES (OR ATTACH MENU)

PREVIOUS FOOD EXPERIENCE IF NOT ON MENU

HAVE YOU OPERATED A TEMPORARY FOOD AND BEVERAGE STAND? _____ NO _____ YES IF YES, DATE(S) AND

LOCATION(S) _____

IF OPERATING AT THE HUNT COUNTY IN A TEMPORARY SPACE, HOW MUCH TOTAL SPACE WOULD YOU REQUIRE?

MINIMUM SQ. FT. _____ MAXIMUM SQ. FT. _____ Exact Dimensions of Trailer _____

Waiver

The undersigned releases and holds harmless the Hunt County Fair Association and the property owners and/or tenants for loss or damages to exhibitor property or expenses arising there from or for any injury or death to any person through action or inaction of the Hunt County Fair Association.

Signature _____ Date _____

APPLICATIONS MUST BE RECEIVED BY FEBRUARY 1, 2022

2022 FAIR DATES: APRIL 22ND – MAY 1ST

APPLICATIONS ACCEPTED VIA EMAIL AND MAIL TO THE ADDRESSES FOUND BELOW

Checks payable to:
Hunt County Fair Association
Attn: Bekah Medders
9201 Wesley St, Suite B
Greenville, Texas 75402

Please contact Jennifer Crumpton for any questions

fairmanager@huntcountyfair.net

cell: 903-456-0064

fair office: 903-454-1503

Food and Beverage Concessions Check List

The following must be provided with the application.

_____ Full menu & photos of each menu item if

_____ Photo of the presentation of trailer

_____ Dimensions of trailer set up

The following will be required upon selection

_____ \$1000 nonrefundable vendor payment

_____ Photos of electrical plug, distance of electrical lead, & type/description of plug

_____ Proof of insurance

A minimum of \$500,000 General Liability Insurance valid thru our dates

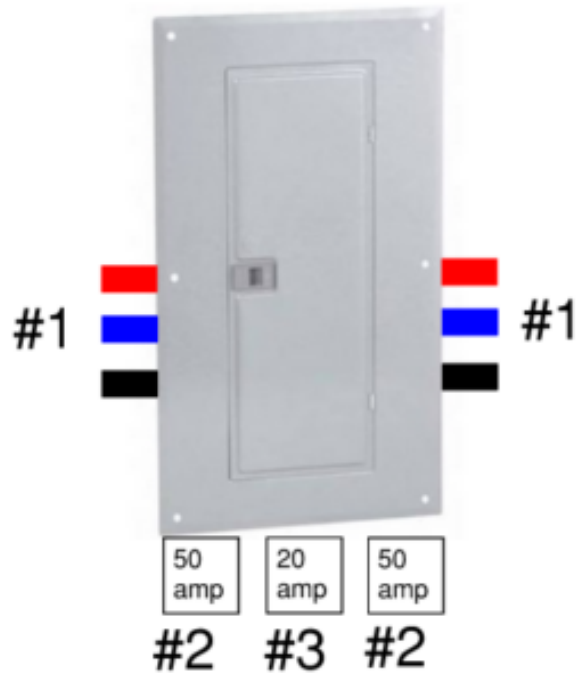
_____ Temporary health permit from the City of Greenville TX

_____ Sales tax permit must be visible at event

_____ A professional grade water hose (at least 50 ft) and anti-back flush valves.

Certain locations will require the hose to run across a pedestrian path that vehicles will also use.

Standard Electrical Pole Layout



Cam Lock



#1 - Cam Lock



#2 - 50 Amp
(Standard Dryer)



#3 - 20 Amp
(110v/1)

Hunt County Fair Daily Run Report

Vendor - _____

Date - _____

Gross Sales - _____ X Sales Tax @ 8.25% - _____

Net Daily Sales After Sales Tax - _____

Net Daily Sales - _____ X HCF Daily cut of 15% - _____

Amount Due to Hunt County Fair - _____

Certified By - _____

These Run Reports are to be completed and returned to the Hunt County Fair office the net day with payment due. The final Report on Sunday (last day of the fair) due by no later than 9:00 P.M. with final payment. These can be delivered with payment due to the Hunt County Fair treasurers office in the building adjacent to the Women's bathroom on the north side of the Fairgrounds