

**OFFICE USE ONLY**

Copy of current Electrical Inspection Certificate \_\_\_\_\_  
Application Fee \_\_\_\_\_  
Early Withdrawal Fee \_\_\_\_\_  
Email Confirmation \_\_\_\_\_  
Federal ID # \_\_\_\_\_  
Insurance \_\_\_\_\_  
ST19 Form Rec'd \_\_\_\_\_

*“To promote the diverse agricultural and cultural heritage of Blue Earth County through active participation of its citizens.”*



**BLUE EARTH COUNTY FAIR**  
July 23rd – 26th, 2020

**Food Stand Vendor Rules and Regulations**

Please print all information clearly—

Business Name: \_\_\_\_\_ Fed ID Number \_\_\_\_\_

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

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

Owner Name \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Email Address \_\_\_\_\_

*This document constitutes a contract between: Blue Earth County Fair Association at PO Box 111 Mankato Minnesota 56002 as **BECFA** and the party listed above by name, address, state, zip as **2nd Party**. This will enter upon the following agreement with the herein-contained conditions for the purpose of operating food concessions during the Blue Earth County Fair, **during the dates of July 23rd thru July 26th, 2020**. The location will be on the Fairgrounds located at 340 Fairgrounds Street Garden City, MN, also known as Shady Oaks Campground.*

**LIMITED OPENINGS ON A FIRST-IN BASIS.**

**BECFA—**

1. Agrees to supply a limited amount of electrical hook-ups for 2nd Party use. If power needs exceed the power available at the site and additional power is required by the 2nd Party, BECFA will need to use gas equipment and/or an outside source of power to handle any additional equipment required to generate said equipment. Any outside energy source is to be paid for by the 2nd Party. AMP hook-ups will be available up to 50 AMP (limited locations). **PLEASE MARK ON APPLICATION AMPERAGE NEEDED. Failure to complete this section will delay vendor confirmation. Prime locations will be given to first in vendor forms.**
2. To provide clean grounds prior to start of Fair, provide adequate number of garbage containers.
3. To be as helpful as possible with any reasonable needs.
4. Provide portable stands — 2 gate passes.
5. BECFA is not responsible for any accidents.

**2nd Party—**

1. Cost of food stand this year will be \$200.00. **MUST BE RECEIVED WITH APPLICATION.**
2. A **Deposit/Early Exit Fee of \$150.00** must accompany your application. This fee will not be returned upon—failure to show up for the Fair, **CLOSING STAND EARLY** or **LEAVING EARLY**. Early Exit Fee will be held at the Fair Office. This fee will not be returned if you cancel after May 30th. The Deposit/Early Exit Fee will be returned after an inspection of your area by a BECFA Staff Member. Vendor may pick up their check at the Office after 3pm on Sunday, July 26th.
3. Any paid food stand workers need to have Social Security Numbers on file with your business, and be polite and clean.
4. 2nd Party agrees to clean up grounds around stand regularly, by placing all trash in the provided containers or in dumpster (not beside or an extra charge will be assessed.)

5. There is NO disposal of hazardous materials or waste products on or near BECFA property or inside dumpster, this includes frying oil. Any violations will result in a fine of \$200.00 and any cost required for the removal. All fines are the responsibility of the 2nd Party.
6. All equipment and merchandise, food, or anything belonging to the 2nd Party will be removed from the Fairgrounds by the evening of the day following the Fair, unless otherwise worked out.
7. **Any food prep done outside your food stand must meet all safety regulations and must be fenced off.**
8. To provide and pay for all products brought on the property that is sold. Any product left will become the property of BECFA, if not removed by the evening of the day following the Fair, unless otherwise worked out.
9. All advertising equipment must remain with stand to avoid liability and/or any extra charges unless discussed with BECFA.
10. Food Vendors must send in a copy of **adequate state licenses, state tax numbers (ST19 form), proof of insurance with BECFA listed as additional named insured party, a list of all menu items and copy of current electrical inspection with the application.** This information MUST BE mailed to the Vendor Coordinator. Contact information is at the bottom of this form.
11. ALL Personal Vehicles will be parked in designated parking area. NO Vehicles in active Fairground Area.
12. **MUST BE SET UP ON OR BY THE FIRST DAY OF THE FAIR.**
13. **Minimal hours of operation for the fair: Wednesday–Set up Day, Thursday thru Saturday Hours 10 a.m. to 9 p.m. Sunday Hours 10 a.m. to 3 p.m. (NO EARLY TAKE DOWN ALLOWED.)**
14. On Thursday, someone needs to be on site by 10 am as the State Electrical and Health Inspectors may be on site this day visiting each location.
15. There are NO EXCLUSIONS as to what foods cannot be served this year. BECFA cannot guarantee a menu item will not be duplicated at another booth, example chips and water. BECFA will accept only one booth per food type, example BBQ, burgers, Mexican food.
16. Additional family/employees over the 2 car parking pass limit must pay for parking.
17. **INCLUDE A COMPLETE LIST OF ALL MENU ITEMS ON A SEPARATE SHEET ON PAPER.**
18. You MUST include the exact dimensions of your food stand and outdoor prep area needed, including fencing and signage.

**\*\*REQUIRED\*\***

**Please Indicate Needs Below—**

AMP Service Required \_\_\_\_\_ Own Generator \_\_\_\_\_ (preferred)  
 Exact area needed, including outdoor food prep area and fencing \_\_\_\_\_

**Make checks payable to the Blue Earth County Fair**

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

**Government Requirements—**

1. MN Dept of Revenue requires each food stand to display its Sales and Use Tax Permit and Food license. You will be fined \$100.00 per day for not complying on each count by the State.
2. All Laws regarding food vendors is the Food Vendor’s Responsibility.

Please attach a list of what the 2nd Party is serving.

Mail completed application and deposits to:  
 Jennifer Ware, Vendor Coordinator  
 102 Estes Av SW  
 Madelia, MN 56062

Please direct questions to:  
 Jennifer.blueearthcofair@gmail.com (**preferred**).