

www.daviesscountyfair.com

**Food Vendor Application & Requirements; July 19-22, 2023**

Business Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Food Booth (if different) \_\_\_\_\_ Are you a non-profit? \_\_\_\_\_

Contact Person: \_\_\_\_\_

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

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

Daytime Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

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

Booth Type: \_\_\_ Trailer \_\_\_ Free Standing \_\_\_ Other, Actual physical size: \_\_\_\_\_

Food Vendor spaces are approximately 20' wide/front (Sales area) x 15' deep (sides).

What amount of extra space do you anticipate needing for food preparation, storage, hitch and door clearance (length and width): \_\_\_\_\_ Extra space may incur extra cost. You must have this extra space approved on-site by the Daviess Co. Lions Club (DCLC) Vendor Coordinator. Our goal is fairness, and minimizing complaints.

RV parking needed? \_\_\_\_\_ Size: \_\_\_\_\_. Location must be coordinated. Charges for RV electric service may be incurred.

**Note:** One (1) 20 amp/ 120 volt circuit will be provided per vendor space. No hard wiring into our electrical panel is allowed. Additional power may be available and will be charged as follows, subject to availability, and at the discretion of the DCLC Fair. Please indicate here what extra electrical power service you desire: \_\_\_\_\_.

- Additional 20 amps 120 volt ---\$20
- 30 amps 120 volt----\$30
- 50 amps 120 volt ----\$50
- 100 amps 120 volt ---NOT Available

Food Menu Approval is required. **(A complete menu w/prices must be submitted with this application).** You will **not** be considered without a complete menu and pricing. Vendor space location will be selected by the Vendor Coordinator. Contact the Vendor Coordinator upon arrival at the Fairgrounds on July 19<sup>th</sup> for space placement.

A Deposit is NOT required at the time Application is submitted. **Applications must be received by July 1st, 2023.** Disapproval notification to Vendors will be made by July 6. **Subsequent withdrawal:** please notify the Coordinator ASAP. **The total cost for a Food Vendor Space, for all 4 days, is \$250.00, plus any extra space or electrical power charges.** **Food Vendor payment must be paid by 5PM on July 19h (Day 1 of the Fair).** Provide the payment in an envelope, marked only with the vendor name, to the Vendor Coordinator, Greg Mills.

Fairground location: Hwy 54, Philpot Ky 42366 (no mailbox). Use Gate #2 off Winkler Rd for fair access and parking.

DCLC Vendor Coordinator : Greg Mills, (270) 922-7772. Email: [Gr8Huntr@gmail.com](mailto:Gr8Huntr@gmail.com)

Mail Applications to: **Greg Mills, Attn: Fair Applications, 2945 Free Silver Rd., Lewisport, KY 42351**

## DCLC Fair Food Vendor Agreement & Contractual Requirements.

In order to prevent competition among Food Vendors, the Daviess Co. Lions Club (DCLC) reserves the right to limit certain menu items.

In order to eliminate price competition with the DCLC, certain items may be sold only at the price set by the Vendor Coordinator (same prices as DCLC concessions). Currently, these are Bottled Water, Pork Burgers, Rib Eye Steak Sandwiches, and Lemon Shake-ups. Later, if necessary, other items may be added to this list, at the discretion of the Vendor Coordinator.

Contact the Fair Coordinator to confirm approval of this application.

Vendor selections are made at the sole discretion of Daviess Co. Lions Club (DCLC) Vendor Coordinator.

Vendors must be set up and all vendor staff vehicles must be parked in vendor parking by 4:30pm daily.

No Vendor booth breakdowns until 10 pm the last night of the Fair.

No vehicles may enter the vendor area after 4:30PM. Only golf carts, 4 wheelers, hand carts or wagons, etc. will be allowed into the Vendor area after 4:30 PM Daily

Vendors are responsible for any and all local and/ or state required licenses or permits, and Ky sales tax requirements. A list of Fair Vendors will be provided to the State Tax Auditor.

Vendors shall be responsible for their own insurance. The DCLC Fair is not responsible for accidents, lost inventory or electrical outages. It is recommended that food vendors bring a back-up generator; electrical outages have occurred in the past.

Food Vendors shall be responsible for using protected and grounded outdoor electrical cords; they must be safe and meet local and state codes.

Vendors shall be open for business every night of the Fair during operating hours.

Vendors are responsible for cleanliness and removing all trash and debris from their booth and booth area nightly.

The Daviess County Lions Club Fair Inc. shall not be responsible for any injury, damages and/or liability arising out of injury, theft, or personal property losses during this event.

The Daviess County Lions Club Fair Inc. will not be responsible for loss of revenue due to weather. It is not rare to have summer storms that shut down the Fair due to safety concerns.

The Daviess County Lions Club Fair Inc. will not be responsible for loss of electrical power at any time. It is the vendors' responsibility to monitor and protect their products & inventory.

Vendors and their workers MUST use Gate #2 off Winkler Rd for fair access and parking.

Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agreed to Cost at time of application: \_\_\_\_\_

**Do not write below this line**

Date Application received: \_\_\_\_\_

Cost agreement? \_\_\_\_\_

Extra electric service requested? \_\_\_\_\_ Amount: \_\_\_\_\_ Cost charged: \_\_\_\_\_

Extra vendor space requested? \_\_\_\_\_ Size: \_\_\_\_\_ Cost charged: \_\_\_\_\_

RV Space requested? \_\_\_\_\_ Cost charged: \_\_\_\_\_

Vendor approval: Yes \_\_\_/ No \_\_\_ (Reason) \_\_\_\_\_

Limitations (Menu item exclusions): \_\_\_\_\_

Payment received: \_\_\_\_\_ Date: \_\_\_\_\_ Amount: \_\_\_\_\_