

# Date:

Food Vendor Application

# Check One: New Vendor Returning Vendor

|  |  |
| --- | --- |
| Owner/Contact Name |  |
| Business Name |  |
| Address |  |
| Phone |  |
| Email Address |  |

All applications must enclose:

* Items you would like to sell must be listed and/or enclosed with this application. Please be specific and include prices
* At least one current photograph of your booth
* List of references from other events (events, dates, commercial manager’s name and current phone)
* Specify one $3 food item \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ that will be offered Sunday 12p – 3p

**We are excited to announce a fun new activity for the 2025 Yavapai County Fair—a daily Rubber Duck Hunt! As part of this event, we would love to collaborate with you to provide a coupon that can be attached to the bottom of a hidden duck each day of the fair.**

**Here’s how it will work:**

**\*Fair patrons will search for the hidden ducks around the fairgrounds.**

**\*A found duck will have a coupon provided by you, redeemable at your establishment.**

**We kindly ask that you provide:**

**The design and content for a daily coupon (one per day of the fair).**

**The quantity of coupons you are willing to offer for this promotion.**

**Thursday coupon\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ quantity \_\_\_\_\_\_\_**

**Friday coupon\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ quantity \_\_\_\_\_\_\_**

**Saturday coupon\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ quantity \_\_\_\_\_\_\_**

**Sunday coupon\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ quantity \_\_\_\_\_\_\_**

**Once we have the coupons, we will handle all the logistics, including attaching them to the ducks and placing them around the fairgrounds.**

**This is a wonderful opportunity to promote your business while engaging with the community in a fun and interactive way. Please let us know if you have any questions or need further information.**

**Booth Information:**

Dimensions: This includes all space needed including tents, trailers, awnings, table seating, etc.. Total length of stand with hitch & awnings extended:

Total Depth of stand including counters:

Is your hitch removable? yes no

Note: Area must include total size (awnings, counters, etc.) Use the diagram show exact size and location of trailer hitch, sales windows, counters, awnings, and storage areas. Incorrect information may result in your stand being displaced, relocated or a fee added.

## Utility:

All vendors must provide their own cords & adapters to fit electrical/plugs Electric: Voltage /Amps

Electrical Charge: $ 300.00 per hook up. Electric Charge $

(The Amps/Voltage that is listed is what you will be provided; if you use more then what was allotted YOU WILL be charged Double the cost of the Generator)

Water:YesNo Propane: Yes No

Grease: Does your stand produce grease?  yes no – All Grease must be placed in the grease trap, if you put grease down a drain or any other unapproved location you will be charged to have the grease cleaned from the area.

## Tickets:

Credentials: Ten (10) one day passes provided with space rental

Additional: Daily at $10.00 Each Number Tickets Additional x $10.00=

## Additional:

One stock truck space will be given to each food vender.

Additional Stock Truck Spaces Yes  No $20.00 Each Number of Stock Truck Spaces: x$20 =

(No Electrical available)

Camping space upon availability Yes No $100.00 Number of camping spaces: X $100=

## Insurance:

Each company must provide “Yavapai Fair Foundation, Inc.” with proof of both general liability insurance (no less than

$1,000,000) and workers compensations insurance. Liability insurance must read: “Yavapai Fair Foundation, Inc., City of Prescott, as additionally insured. Additionally, the name of the insured business must match business name on this application.

Workers Compensation:

* Will provide insurance form
* Please sign here if you are not required to carry WCI according to state law:

## Heath Permits:

Yavapai County Health Permits must be obtained 3 weeks minimum prior to the fair. Applications may be obtained at [www.yavapaihealth.com](http://www.yavapaihealth.com/) a copy will be on file with at the fair office

## Fee Schedule:

The spaces are based on service footage. It is important that you include counters, awnings, privacy rooms, and hitch when calculating your size.

|  |  |  |
| --- | --- | --- |
| 15 X 20 | $500.00 Deposit upon signing of contract | $ |
| 20 X 20 | $800.00 Deposit upon signing of contract | $ |

20 x up to 30 $1000.00 Deposit upon signing of contract $

Daily Sales, credit card sales, along with the Z tape will be submitted daily. A 15% charge of gross sales will be due at settlement; your fee will be the deposit amount or 15% of gross whichever is greater.

## Hours:

All venders will have their morning order in by 7:30 am and all deliveries will start at 9 am. Someone will need to be on site to receive the order. The afternoon order will need to be in by 2:30 pm and all deliveries will start at 3:30pm. An additional charge could apply to late of emergency orders.

Fair Hours of Operation for food vender:

Thursday 10am – 9pm Sunday 10am – 6pm

Friday 10am – 10pm Saturday 10am – 11pm **Drink Products:**

## All Drink Products MUST be purchased from Nackard Distribution. Products:

Every item you would like to sell must be listed and/or enclosed with your application. Each item must include prices and

size. If you need additional room please attach a separate sheet.

|  |  |  |
| --- | --- | --- |
| Proposed Products and Prices: Item: | Price  $ | Approval |
|  | $ |  |
|  | $ |  |
|  | $ |  |
|  | $ |  |
|  | $ |  |
|  | $ |  |
|  | $ |  |
|  | $ |  |
|  | $ |  |
|  | $ |  |
|  | $ |  |
|  | $ |  |

Note:

* Products for which you apply may not be approved. Only the products approved in your contract will be authorized for sale. ABSOLUTELY NO items may be added after contract is executed unless it is approved, and changes are made in writing by the event management.

## Pepsi is the official drink of the Yavapai County Fair. Including but not limited to: Water, Soda and sports drinks.

**ALL Drink Products will be purchased from Nakard Distribution to the vendor. NO OTHER DRINK PRODUCTS WILL BE ALLOWED TO BE SOLD! (Unless otherwise preapproved)**

* In the event a contract is issued to you, the location of your booth will be determined for you. However, the event management will be happy to accommodate any space requests when there is availability. Locations are subject to change.

All Deposits or Payments made by Credit Card will access a 2.8% fee.

All payments made after August 4th must be paid by cash, money order, or cashier’s check.

If for any reason, you cancel within sixty (60) days of the fair; all monies will be forfeited to the Yavapai Fair Foundation, Inc. Any cancellation earlier than sixty days before fair shall be subject to an administrative/cancellation fee ($50.00). If your application is not approved all monies will be returned.

I understand that this form is an application for space only and is neither a commitment by the applicant, nor an offer by the Yavapai Fair Foundation, Inc. to rent space. I certify that all information contained in this application to be true and accurate to the best of my knowledge.

Applicants Signature: Date:

Title:

Please return to:

Yavapai Fair Foundation, Inc.

P.O. Box 1271

Chino Valley, AZ 86323

Email: [vendor@yavapaifair.com](mailto:vendor@yavapaifair.com)

Application Accepted:

Date:

Yavapai County Fair Vender Coordinator

Date:

Yavapai County Fair General Manager

Vendor Location at the fair:

## For Office use Only:

Total Fair Funds Received: - Date:

- Date:

Funds in Deposit Dated: Initial:

Ice Sale Bags x Per Bag $

Thursday Daily Sales, Credit Card & Z Tape Totals - Sales Tax x .15 = $

Daily Information Received

Friday Daily Sales, Credit Card & Z Tape Totals - Sales Tax x .15 = $

Daily Information Received

Saturday Daily Sales, Credit Card & Z Tape Totals - Sales Tax x .15 = $

Daily Information Received

Sunday Daily Sales, Credit Card & Z Tape Totals - Sales Tax x .15 = $

Daily Information Received

Less Deposit Amount $

**Total Amount Due $**