



2019 Courtland Pear Fair Food Vendor Waiver & Policies

Thank you for your interest in food vending at the Courtland Pear Fair. This event is dedicated to serving the Delta pear community and your participation is greatly appreciated. Please review this important information as there have been changes.

APPLICATION PROCESS: This application is for the purpose of assisting the Courtland Pear Fair in the selection of the 2019 food vendors. This application is not a contract, nor a guarantee of same. DO NOT send money with this application.

Vendors must apply each year and provide all the required information. If the Pear Fair requests clarification about the information, vendors are expected to provide it in a timely manner, the application may be rejected otherwise.

Vendors must use the application to list ALL items and services they wish to sell. If changes are to be made prior to fair day, notify the coordinator. Items not approved may be asked to be removed from sale at that vendor's booth. Vendors are not granted exclusive rights to sell any particular item however we do try to avoid duplication of food items. Pear Fair retains the right to determine which products are approved for sale and at what price.

Vendors must sign and submit the Waiver of Responsibility form. Failure to meet application and/or contract fee deadlines may result in forfeiture of booth location and/or booth space. Complete contracts and required fees must be returned by indicated deadlines. Incomplete applications will not be processed. Vendors will be notified via email regarding their application acceptance or rejection. Please provide an email address.

For those accepted, we will email you confirming your booth by June 15, 2019 or otherwise notify you of rejection. The booth fees will be due by June 28, 2019 or your booth will be reassigned. Booth assignments are non-transferable.

Vendors MUST provide proof of insurance. Please list COURTLAND PEAR FAIR 180 Primasing Ave. Courtland, CA 95615 as the certificate holder.

SELECTION CRITERIA: There are approximately 25 food booth spaces available for the event.

1. Pear Fair's goal is to end up with unique and delicious **pear** foods at every booth. It is of great importance that **pears** are incorporated in your menu. Vendors with pear items will be given priority.
2. Please submit completed application as soon as possible. If you are a new potential vendor or you have changed your booth, attach color photographs of the proposed exhibit booth and product(s) as they would appear at the Pear Fair.
3. Each application will be considered based on the following criteria:
 - Product Quality
 - Product Uniqueness
 - Professional Display
 - History with the Pear Fair
 - Non-Profit Organization (with proof of 501(c)(3) status)
 - Early Submission

BOOTH SPACES: A food vendor space (10x10) is **\$325**, which includes the Health Department and Fire Marshal inspection fees. Non-profit food vendor space is **\$200**.

All food preparation, cooking, selling, and storage must take place with your booth space. Vendors are not allowed to use the sidewalk or area outside the booth for any purpose. There is no additional storage space. The food vendor space measure 10 feet x 10 feet. You may also bring additional covers, but you cannot cook under them. Each vendor is responsible for activity within their vendor space. Please stay within your vendor space and do not encroach on other spaces and do not block driveways/walkways or intrude on private properties. Please be mindful of landscaping and plantings in spaces.

OPTIONAL FEES: If you need extra space or power for your booth, you will be charged an extra fee. **Power: \$20** per booth space. Electricity cannot be added on Fair Day; reservations and payment must be received in advance. You may not obtain electricity from nearby residences or other structures. Availability is limited to certain area. **Space: \$50 each.** Space is limited and not guaranteed. Food vendors will be charged \$25 for each check returned by the bank for insufficient funds.

REFUND POLICY: Cancellations received in writing before June 28, 2019 are fully refundable. Cancellations received after June 28, 2019 are non-refundable.

BASIC LOGISTICS FOR BOOTH: All vendors must pass Sacramento County health inspections and abide by all rules set by Sacramento County. For more information or questions please visit the Sacramento County website,

<http://www.emd.saccounty.net/EH/FoodProtect-retailFood/Pages/CommunityEvents.aspx>

All vendors will be inspected by the County during the fair at a time which determined by the County. PLEASE PLAN TO PASS YOUR INSPECTION. If the County issues a re-inspection fine to your booth, you must pay a \$100 non-refundable reinspection fee to the Pear Fair, who will pay the County to reinspect your booth. Throughout the day, Pear Fair Staff will be checking your booth for compliance with the County health standards or for any other misconduct. Please note that you may not break down your booth early due to failure to pass inspection or other closure and no unauthorized driving is allowed on Fair Grounds during the Pear Fair.

COOKERS: If you plan to cook using a grill, or large cooker, do not put these under canopy. All barbecue pits and similar cooking devices must be in a roped off area within your space and away from Fair Traffic. Vendors are responsible for bringing any necessary barricades. Fryers can be placed under the canopy/tent if the canvas is fireproof.

Electricity: Electricity is available in limited locations and **ONLY** if you paid in advance for electricity. Do not overload your 4-way plug or curl long extension cords as these are fire hazards.

GREASE DISPOSAL: you must provide your own grease disposal so bring a container with you. If you dump grease on the ground or in any Pear Fair or Courtland town dumpsters or trash bins, you will be charged a cleaning fee of \$1,000.

Health & Fire: You must have a health permit and fire permit, the initial fees for which are included in your Booth Fee. Health inspectors will license your booth on the morning of the Fair. Health and Fire Department regulations must be observed by all workers at all times. If a re-inspection is necessary, additional fees must be tendered on Pear Fair day (see above), so please be prepared.

HOURS OF OPERATION/SELLING TIME: The Fairgrounds open at 6:00 a.m. The Fair officially starts at 9:00 a.m. You must begin selling food as soon as your booth is properly set, which shall be no later than 9:00 a.m. The Fair closes at 6:00 p.m., however, you may begin breaking down your booth at 5:00 p.m. but no earlier. If you sell out or due to booth closure by the Pear Fair, you may Not break down your booth that time. You must check in with a Fair coordinator before you break down.

ICE: As a service to out vendors, ice can be purchased directly from the beer booth on Pear Fair Day.

LITTER/TRASH: The appearance of your booth is very important to the overall appearance of the FAIR. Decorate your booth appropriately and keep it CLEAN! Bring and use trash bags. Remove all trash from your booth space. Filled trash bags may not collect around your booth space during Fair Day. You are also expected to help Pear Fair with its environmental efforts. Please, make sure your staff disposes of trash in the appropriate receptacles; do not use trash barrels set out for our Fair Guests. Please break down any cardboard boxes and place them in the recycling bins. Do not dump anything onto the ground; the Pear Fair takes place in a neighborhood on school grounds. Wash water can be dumped at the dumping station behind the port-a-potties near the parking lot. Be prepared to take any cooking oils or grease with you at the end of the day (see above for cleaning fee).

PARKING: Unauthorized (non-food truck) vehicles parked within the Fair Zone after 8:30 a.m. will be towed at the owner's expense. Limited vendor parking is located at the firehouse or in the main parking lot. There will be NO PARKING next to your booth. Overnight parking is not permitted without prior permission of Pear Fair Committee.

SAFETY REPORTING: We've had a safe Fair in the past but if you should witness an accident note the time, circumstances, your name, and anyone else who witnessed the incident. Please give the information to security and advise the Pear Fair Coordinator immediately.

SIGNS/DECORATING: Vendors are responsible for all signage on their booth. Vendors are encouraged to make signs bright and easy to read. Decorate your booth with pride, the more pears, the better. Extra signage may be provided by the Pear Fair to showcase your Pear Foods. We expect our vendors to conduct business in a professional manner at all times. If there is an issue with your conduct or professionalism, you will be removed from the fair (see above regarding booth closure).

IMPORTANT DATES:

June 7, 2019: Application due for review.

June 28, 2019: Booth fees, optional booth fees and all required paperwork due.

July 29, 2019: PEAR FAIR DAY. (set-up is from 6:00-8:30 a.m., tear-down can begin after 5:00 p.m.) NO POSTPONEMENTS DUE TO WEATHER. The Courtland Pear Fair is held rain or shine. It is a one-day event.

APPLICATION PACKAGE CHECKLIST: Incomplete applications will not be processed. Please submit all of the as your application:

- ____ Completed Application form
- ____ Signed Waiver of Responsibility
- ____ Insurance
- ____ Proof of 501 (c)(3) status, if Applicable

Once you have been approved to be a 2019 PEAR FAIR FOOD VENDOR, you will also need to submit a Sacramento County Temporary Food Facility Operators Packet or proof of multiple event permit or health permit.

Completed application packages should be sent to Pearfaireats@gmail.com OR
Courtland Pear Fair/Food
PO BOX 492
Courtland, CA 95615

Visit us at www.pearfair.com. We will always do our best to respond in a timely manner but please remember that the Pear Fair is a non-profit organization and the Committee is made up entirely of dedicated volunteers.



COURTLAND PEAR FAIR FOOD VENDOR WAIVER:

In consideration for being permitted to participate in the Courtland Pear Fair, I hereby waive, release, and discharge any and all claims for damages for personal injury, death, or property damage which I may have, or which may hereafter accrue to me, as a result of participation in said activity. This release is intended to discharge in advance the Courtland Pear Fair and the Courtland Town Association (their officers, employees, and agents) from any and all liability arising out of or connected in any way with my participation in the Courtland Pear Fair, even though that liability may arise out of negligence or carelessness on the part of the persons or entities mentioned above. It is understood that this activity involves an element of risk and danger of accidents and knowing those risks I hereby assume those risks. It is further agreed that this waiver, release and assumption or risk is to be binding on my heirs and assigns. I agree to indemnify and to hold the above persons or entities free and harmless from any loss, liability, damage, cost, or expense which they may incur as the result of my death or any injury or property damage that I may sustain while participating in said activity. I understand that all fees are non-refundable if I decide not to participate after June 28, 2019. I understand this is an outdoor show and the Courtland Pear Fair will not accept any responsibility for goods damaged due to inclement weather. I agree to comply with local Health Department and Fire Marshal regulations and requirements. I grant the Courtland Pear Fair full permission to use any photographs that may contain my likeness or booth space.

Organization/Business Name (Please Print)

Signature of Participant and Date

Participant Name (Please Print)