



Application for Food Concession Space

August 25th – September 4th, 2023

Business Information

Legal Business Name/DBA Name _____

*Name must match name on Certificate of Insurance

Owner/Responsible Party: _____

Address: _____

City: _____ State: _____ ZIP: _____

Primary Phone: _____ Secondary Phone: _____

E-Mail Address: _____ Website: _____

On-Site Manager Name: _____ Phone: _____

*This person will serve as the emergency contact if needed during the Fair

Colorado Proud Member? Yes ___ No ___ (Colorado Proud members will be listed on website. For more information click [here](#).)

Menu

List **ALL** menu items to be served with prices. Attach another sheet if needed. Please also indicate if items meet certain dietary preferences, for example gluten free, vegetarian, vegan, sugar free, etc. Once a contract is issued, any changes to this menu must have written approval.

Promotion: \$5 Fridays, August 25th and September 1st

There will be one promotion for food vendors; participation is mandatory. Five dollar Fridays will be on August 25th and September 1st, 11am-5pm. Please provide one menu item for \$5 during these hours. List details of your item below.

Space Request

List total amount of space desired. Total square footage requirements must include awnings, tie-downs, overhangs, trailer hitches, storage areas, and room to operate.

Front Footage: _____ Depth _____ Notes _____

Photos of your concession trailer as it is operated are **required** with application. Trailers must be skirted on all sides, including the hitch. Storage areas must be completely enclosed. Trailer must have sufficient lighting. All signs must be professional quality (hand written signs are prohibited). Advertising outside of the contracted space is not allowed. **Tents are not accepted** unless approved by the Colorado State Fair.

Utilities

List your electrical requirements

Voltage _____ Amps _____ Phase _____ Outlets _____

Do you need to park a stock truck? _____ If yes, what size? _____ Electricity required? _____

How many ice freezers do you need? _____ (\$150 each)

References/History

New vendors, please provide two references from fairs or shows that you have participated in over the last three years

1) _____

2) _____

Rates

Concessionaires pay 25% of gross sales after taxes, against a minimum guarantee of \$1,000. There is a \$500 space fee, which includes utilities (electrical, water, sewer), trash removal, and grounds clean up. There is a \$75 electrical inspection fee.

Selection Process

- **Do NOT send payment with this application.** This application is not a guarantee of space.
- The application must be completely filled out, signed, and submitted with photos in order to be reviewed.
- If accepted, a contract will be emailed to you. This email will outline payment schedule, insurance requirements, and other important information.

Signature

By signing this application, you certify that you have read and understand the information in the Commercial Exhibits Handbook (available at coloradostatefair.com or by request). Applicant agrees to abide by all Colorado State Fair rules and regulations and, furthermore agrees that "My firm acknowledges the rules and regulations set forth by the Colorado State Fair and that our employees and representatives will at all times observe, perform, and abide by such rules". It is understood that if you cancel, for any reason, the exact damages to the Colorado State Fair Authority would be difficult to ascertain, therefore; all monies paid may be retained by the Fair Authority as liquidated damages.

Authorized Agent:

Name (print): _____ Signature: _____ Date: _____

Please return completed application with photos to Lindsey.Huntsman@state.co.us

Thank you for your interest in the Colorado State Fair!

Lindsey Huntsman
Vendor Manager



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