



Application for Food Concession Space
August 22nd - September 1st, 2025

Business Information

Legal Business Name/DBA 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

Menu

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

Promotion: \$5 Fridays, August 22nd & 29th

This promotion is mandatory for all food vendors. Five Dollar Fridays will be on August 22nd & 29th, 11:00 a.m. - 5:00 p.m. Please provide one menu item for \$5 during these hours, listing details below.

Space Request

List total amount of space required. 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. All signs must be professional quality and not hand written. **Tents are not accepted.**

Utilities

Voltage: _____ Amps: _____ Phase: _____ Outlets: _____

Do you need to park a stock truck? Yes No

If yes, what size and do you need electricity? _____

Ice freezers may be available to rent for \$150 each. Freezers are limited and this request is not a guarantee. Ice freezers needed: _____

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.

References/History

Please provide two references with contact information from fairs or shows that you have participated in over the last three years:

- 1) _____
- 2) _____

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

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

Please return completed application via mail or email below.
Colorado State Fair | 1001 Beulah Avenue Pueblo, CO 81004

Lindsey Huntsman, Vendor Manager

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