

OFFICE USE ONLY

Application Rec'd: _____
Application Fee _____
Early Withdrawal Fee _____
Federal ID # _____
Insurance _____
ST19 Received _____
Arrival Time: _____

"To promote the diverse agricultural and cultural heritage of Blue Earth County through active participation of its citizens."



2023
BLUE EARTH COUNTY FAIR
FALL FESTIVAL
September 16th, 2023

Food Stand Vendor Rules and Regulations

Please print all information clearly—

Business Name: _____ MN ST19 _____

Mailing Address _____ Fed ID# _____

City _____ State _____ Zip _____

Owner Name _____

Phone/Cell _____

Email Address _____

*This document constitutes a contract between: Blue Earth County Fair Association at PO Box 62 Mankato Minnesota 56002 as **BECFA** and the party listed above by name, address, state, zip as **2nd Party**. This will enter upon the following agreement with the herein-contained conditions for the purpose of operating food concessions during the Blue Earth County Fair's Fall Festival event on September 16, 2023. The location will be on the fairgrounds located at 340 Fairgrounds Street Garden City, MN, also known as Shady Oaks Campground.*

BECFA—

1. Agrees to supply a limited amount of electrical hook-ups for 2nd Party use. If power needs exceed the power available at the site and additional power is required by the 2nd Party, BECFA will need to use gas equipment and/or an outside source of power to handle any additional equipment required to generate said equipment. Any outside energy source is to be paid for by the 2nd Party. AMP hook-ups will be available up to 50 AMP. **PLEASE MARK ON APPLICATION AMPERAGE NEEDED.**
2. To provide clean grounds prior to start of Fair, provide adequate number of garbage containers.
3. To be as helpful as possible with any reasonable needs.
4. Provide portable stands — 2 gate passes.
5. BECFA is not responsible for any accidents.

2nd Party—

1. **Cost of food stand this year will be \$50.00 for the 1 day event**, must be paid in full on or before admittance on setup day.
2. Payment and Early Exit Fee must be received in advance of event to BECFA, and complete list of items to be sold listed on this contract.
3. Any paid food stand workers need to have Social Security Numbers on file with your business, and be polite and clean.
4. 2nd Party agrees to clean up grounds around stand regularly, by placing all trash in the provided containers or in dumpster (not beside or an ester charge will be assessed.) **PLEASE NOTE ALL PREP AREAS MUST BE FENCED IN AT ALL TIMES.**
5. There is **NO** disposal of hazardous materials or waste products on or near BECFA property or in side dumpster, this includes frying oil. Any violations will result in a fine of \$200.00 and any cost required for the removal. All fines are the responsibility of the 2nd Party.
6. All equipment and merchandise, food, or anything belonging to the 2nd Party will be removed from the fairgrounds by the evening of the day following the fair, unless otherwise worked out.

7. To provide and pay for all products brought on the property that is sold. Any product left will become the property of BECFA, if not removed by 6pm, unless otherwise worked out.
8. Selling, advertising and equipment must remain with stand to avoid liability and/or any extra charges unless discussed with BECFA.
9. **ALL OUTDOOR** Vendors requiring electricity, **MUST provide a copy** of their current Minnesota State Electrical Inspection.
10. Food Vendors need to have **adequate licenses, state tax numbers (ST19 form) and proof of insurance with BECFA listed as additional named insured party. These 3 forms must be filled out before event and received before arriving at the fairgrounds.** Any property damage caused by the 2nd Party will be assessed. **Must comply with state and Federal laws regarding food sales and vendors.** This information must be sent to Jennifer Ware PO Box 62, Mankato, MN 56002-0062 or emailed as a PDF to jennifer.blueearthcofair@gmail.com.
11. Must not park personal vehicles or unnecessary storage vehicles by their food stand. Personal vehicles must be parked in parking lot.
12. **MUST BE SET UP BY 9:00 am.**
13. **EARLY EXIT FEE OF \$150.00 IS REQUIRED WITH RENTAL PAYMENT AND FORMS.** This fee will not be returned upon— failure to show up for the Event, CLOSING STAND EARLY or LEAVING EARLY. Early Exit Fee will be held at the Fair Office. **Vendor MUST pick up their deposit check at the Office after 4pm, September 16th, 2023.**
14. **NO EARLY TAKE DOWN ALLOWED. Hours will be 10:00 am – 4:00 pm.**
15. State Electrical and Health Inspectors may be on site.
16. One Food Vendor per food type will be at the event.
17. **There will be NO REFUNDS for cancellations after August 15th.**

Make checks payable to the Blue Earth County Fair

Signature _____ Date _____

Government Requirements—

1. MN Dept of Revenue requires each food stand to display its Sales and Use Tax Permit and Food license. You will be fined \$100.00 per day for not complying on each count by the State.
2. All Laws regarding food vendors is the Food Vendor’s Responsibility.

Please attach a list of what the 2nd Party is serving.
Please attach a diagram of your food truck & prep area
needed, including serving side.

BECFA Rep Date

Owner (2nd Party) Date

**Return ALL required forms and checks to:
Blue Earth County Fair, Attn: Jennifer Ware
PO Box 62 • Mankato, MN 56002-0062**

Please Indicate Needs Below—

AMP Service Required _____ Own Generator _____ Number of Vehicles _____

PLEASE NOTE ALL PREP AREAS MUST BE FENCED IN AT ALL TIMES.