El Dorado County Fair & Event Center
PLACERVILLE

Concessions Vendor Application and Guidelines

Thank you for your interest in becoming a Vendor at the El Dorado County Fair.
We're excited about the opportunity to partner with you!

Included in this packet, you'll find the application and guidelines for participation. Vendor spaces are available on a first-come, first-served basis and will remain open until sold out. All spaces are assigned by the Vendor Coordinator.

While we do not offer exclusivity, *exceptions may be made to approved sponsors.* The Vendor Coordinator will make every effort to limit the number of similar or competing businesses to ensure a diverse and successful experience for all.

How to Become a Vendor

1. Complete the appropriate application. List all items you wish to sell, or services offered at the Fair.
2. Include a check, money order, or complete the credit card authorization form for $500 **new vendors** and 50% of your last guarantee for **returning vendors**. Your payment will go towards your minimum guarantee if approved by the Vendor Coordinator.
3. Attach a copy of your California resale permit and photos of your recent booth set up.
5. Submit to the Vendor Coordinator via email, mail or in person at the Fair office.
6. The Vendor Coordinator will assign you a space, submit it to the CEO for a signature, return a contract to you with an invoice for the remaining balance **due within 60 days** or by **May 1st,** whichever comes first and a request for your certificate of insurance.
7. If all necessary documents and payments are submitted, your vendor packet will be ready to pick up at the **Armory Road Gate** on **Tuesday, June 15th at 8:30 am**.

Applications received without 50% payment will not be processed. NO EXCEPTIONS.

Please direct questions to Amanda in the Fair office at (530) 621-5860
or by email amanda@edcfair.org.

Exhibitors in good standing from the previous year are invited to return.
You have until January 31st, to claim your space.
Beginning February 1st, spaces not reserved are available to new vendors.

El Dorado County Fair

June 17 – 20, 2027

Concessions Vendor Application / Contract

Phone: (530) 621-5860 **Address:** 100 Placerville Dr. Placerville, CA 95667 **Contract #** _____

Email: amanda@edcfair.org ◯ **New Vendor** ◯ **Returning Vendor** **Location:** _____

By submitting this application, the undersigned vendor requests approval to occupy commercial space at the El Dorado County Fair. The vendor acknowledges and agrees to comply with all rules and regulations outlined in this application, the Vendor Guidelines Packet, and any additional exhibits or amendments that may be issued. ***Please note:*** *A deposit of* ***50% of the total space fee*** *must accompany this application to reserve your space. If approved this application will turn into a contract. The remaining balance is due* ***within 60 days of contract approval*** *or* ***Mav 1. 2027****. whichever occurs first.*

Company/Organization: _____ **Owner/Operator** _____

Address: _____

City: _____ **State:** _____ **Zip:** _____ **County:** _____

Business Phone: _____ **Fair time Contact & Phone:** _____

Email: _____ **CA Sellers Permit #** _____

(Attach a copy of the permit)

Stock Truck: ◯ YES ◯ NO ($50 for the duration of the Fair) **Power:** ◯ YES ◯ NO ($25 additional if available)

Truck Size: _____ *NO camping in stock trucks. All stock trucks will be parked near the score board and track.*

Self-contained unit? ◯ YES ◯ NO

____ End Serve ____ Side Serve ____ Counters ____ Awnings ____ Seating/Tables

Total dimensions of operation: _____ **Backyard Requirements:** _____

Please use the diagram below to write the measurements of your trailer, **include the hitch (if not removable), slide – outs, awnings and or doors extended.** Make sure your dimensions are accurate, as we assign the amount of space you have designated to manage your booth. ***Failure to do so may result in you not having enough space for yourself!!***

width **(Front)**

depth

What side do you serve from?

(Back)

Prep Trailer? ◯ YES ◯ NO - If yes, what size? _____ Indicate the position of the trailer on a diagram.

Will you be using a grill outside for cooking? ◯ YES ◯ NO - If yes, what size? _____

Electrical Needs: ◯ 20-amp $60 ea. ◯ 50-amp $250 ea. **Water:** ◯ YES ◯ NO

You must request power needs at this time. Not all spaces allow the same power. Your request is NOT a guarantee.
We do not have grey water dump. You may request a pump out by calling Wilkinsons Portables at (530) 622-6169.

RV Parking: Water/30amps only - $50 per night. No arrivals after 9:00 pm unless pre-arranged with Fair staff.

Type of RV: _____ **Length:** _____ **Arrival:** _____ **Departure:** _____

One tow vehicle allowed per site; you must park in front of the rig. Spaces are preassigned by size and arrival date. Spaces are limited. PLEASE NOTE: 1 30 amp and water hook up is available per site. You must supply your own 12 gauge, 3 wire power cord and water hose. Water splitters may be necessary. The EDC Fair Association is not responsible for any damage to your RV. There is a dump station that can be used upon departure. You may contact Wilkinson Portables

Please list all the menu items including prices below. If a contract is issued, it will be assigned based on this list only; be complete. Only items approved by the Vendor Coordinator may be sold. A copy of your menu will be returned with approved items.

LIST MENU HERE

_____ % of gross sales due with a Minimum Guarantee of Booth Fee_____

_____ Cleaning/Key Deposit - $200 - $500 (Refundable if key returned/kitchen cleaned)

_____Booth Rental Fee - $400 (Concession stands only)

Purchase insurance through Fair ($145), CFSA Master List #_____ Provide own_____

By signing below, I agree I have read and understand all information given with this application/contract including Vendor Guidelines and Concessions General Information and Fees. Once the completed application/contract has been signed by both parties, full payment of excessive payment over the minimum guarantee will be expected at the end of the Fair. I certify that all information contained in this application is true and accurate to the best of my knowledge.

El Dorado County Fair Association

Company Name: _____

_____
Kathy Dunkak, Chief Executive Officer

_____
Signature

Date _____ $ _____ Receipt # _____ Guar _____RV _____ Elec _____ Stock_____
Date _____ $ _____ Receipt # _____ Guar _____RV _____ Elec_____ Stock_____
Date _____ $ _____ Receipt # _____ Guar _____RV _____ Elec_____ Stock_____

El Dorado County Fair & Event Center
a 501 c 3 nonprofit

100 Placerville Dr. Placerville

Credit Card Authorization Form

Name: _____	**To:** El Dorado County Fair Association
Company: _____	**Date:** _____
Phone: _____	**Phone:** (530) 621-5860

To authorize the billing of charges to your credit card, please provide the following:

Credit Card # _____ **CID# on back** _____

Expiration Date: _____ **Amount:** _____ **Card Type: MC / Visa / AE**

Purpose (Circle one): Deposit / Balance Due / Insurance / Electric / RV / Guarantee

Name of Cardholder: _____

Cardholder's Address: _____

_____

My signature hereby authorizes the El Dorado County Fair Association to charge the amount, based on the above information, for the credit card listed above.

Cardholders' Signature: _____

Cardholder's Phone Number: _____

Cardholder's Email for receipt: _____

Date Received: _____

Date Processed: _____

Processed By: _____

Note:
This sheet will be shredded post Fair.

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Concession Vendor Information
Fair Dates: June 17 – 20, 2027
El Dorado County Fair

100 Placerville Dr. Placerville, CA 95667 (530) 621-5860 edcfair.org

Vendor Coordinator:

Amanda Koch
amanda@edcfair.org

Fair CEO:

Kathy Dunkak
kathy@edcfair.org

Normal Business Hours:
Monday – Friday 9:00 am – 4:00 pm

Fair Time Office Hours:
Thursday – Sunday 9:00 am – 8:00 pm
Monday, June 21st 11:00 am – 4:00 pm

Concessionaire Rates

For Profit Vendors 22% of Gross Sales
Non-Profit Vendors 20% of Gross Sales

Less sales tax if applicable

Minimum guarantee set is based on menu items, pricing, and footprint upon review.

All credit card transactions will be charged a 3.5% processing fee.

Electrical Fees – By request only, not guaranteed.

20 amp – 120 volts	$60
50 amp – 208 Volts	$250

Not all spaces are equipped with electrical. You must list your electrical needs on your application. If you fail to do so, please know we may not be able to help you upon arrival!!

Securing your space involves submitting a complete application with a deposit of $500 (new vendor) or 50% (returning vendors) of previous minimum guarantee. No exceptions!

Fair Hours

Gates open to the public

Thursday, June 17th	Noon – Midnight
Friday, June 18th	Noon – Midnight
Saturday, June 19th	10:00 am – Midnight
Sunday, June 20th	Noon – 10:00 pm

Buildings close at 10:00 pm daily

All vehicles MUST be off grounds each day 1 hour prior to the opening of Fair and Thursday by 10:30 am.

Vendor Set – up

Monday	Prior approval only
Tuesday	8:30 am – 6:00 pm
Wednesday	8:00 am – 9:00 pm
Thursday	NO SET UP

Tear Down

Sunday	Approx. 11:00 pm – Midnight
Monday	8:00 am – 4:00 pm

PAYMENT OF FEES

A deposit of at least $500 new vendors and 50% for returning vendors of the total booth fee is required with the application. The balance is due **within 60 days** of the application submittal, or **May 3, 2027**, whichever comes first.

CONTRACT

Will be issued upon the Fair's receipt of all necessary documents and payments.

A late penalty of 5% of the full contract amount will be assessed to exhibitors who do not submit all fees by the specified due date.

Exhibitors in good standing from the previous year may be invited to return and have until January 31st, to claim their space.

After the first of February, all spaces not reserved are available to new vendors.

Concessionaire Vendor Guidelines

Booth Fees: New vendors must pay $500 and returning vendors **50%** of the previous year's minimum guarantee is required with the signed application to reserve your booth space. The **remaining balance is due within 60 days of approval** or by **May 1st**, whichever comes first. If payment is made by check and the check is returned for any reason, a **$35 returned check fee** will be charged. Full payment will then be due immediately. Failure to pay in full may result in the cancellation of your contract. Incomplete applications are subject to cancellation at the discretion of Fair Management.

Cancellation/Refund Policy: To be considered for a refund, **written notice of cancellation must be received no later than 30 days prior to the opening day of the Fair**. Cancellations within 30 days will not receive a refund. No carryover cancellations to next year granted.

Vendor Admission, Parking Credentials and Will Call: Each vendor will receive **16 daily passes** and **1 parking pass** per business. Admission credentials are valid at any admission gate. If additional passes are needed, they may be purchased in the Fair office anytime during open hours for $7 each. If you'd like to leave passes for your staff, you may leave them at the **Armory Road Gate**, **Placerville Drive Gate**, or **Vendor Gate**. Please place the passes in an envelope clearly labeled with the employee or business name. It is the vendor's responsibility to ensure their staff receive the correct number of tickets; otherwise, employees will be required to pay full admission at the gate. A **FREE shuttle service** is available to all vendors and patrons. The shuttle runs from 30 minutes before the Fair opens until 30 minutes after it closes each day. Shuttle locations will be posted on our website: **eldoradocountyfair.org**. Parking permits are only valid in the **Vendor Parking Lot**. Once the lot is full, vendors must park in public parking. **No additional vendor parking permits** will be issued.

Late Arrival & Set-Up Policy: **There is no vendor set-up allowed on Thursday.** All set-up must be completed prior to the end of the day Wednesday. If you are experiencing any issues that may delay your set-up, you must notify the Vendor Coordinator by **email no later than the end of the day Wednesday.** Vendors who show up on Thursday without prior communication may be **relocated** or risk losing their space entirely.

Vendor Credential Pick-Up & Parking Information: Vendor packets will be available at the **Armory Road Gate** beginning **Tuesday, June 15th at 8:30 AM**. If parking on grounds to drop off during set up, you will be given a parking pass that must be filled out completely and placed visibly on your dashboard. This permit **must include a valid phone number** so Fair staff can reach you in case your vehicle needs to be moved immediately. If your packet is not at the gate, this means you are missing either payment or required paperwork. In that case, you must go to the Fair Office to resolve the issue **before** setting up.

Important Set-Up Notes:

- Set-up is the sole responsibility of the licensee.
- No part of your display may interfere with your neighboring vendors.
- Tools, ladders, extension cords, or other setup equipment **are not provided** by the Fairgrounds. There is a Home Depot a few miles away if needed.
- Fair staff will not provide transportation to or from the vendor gate.
- Please come prepared with all necessary equipment (e.g., dolly, wagon) for transporting your products.
- If you have any questions about your assigned location, please contact the Vendor Coordinator **prior to beginning your setup.**

Vendor Gate Access: Beginning Thursday, June 18th, all vendors must use the **Vendor Gate** to access the Fairgrounds on foot. This gate is located between the entrance to the Grandstands and the Skate Park in the first parking tier. Please have your credentials visible and ready for gate staff. All individuals entering the Fairgrounds will be wanded, and all bags and ice chests are subject to search as part of our safety procedures. Vendors may bring food and sealed, non-alcoholic beverages onto the grounds. However, **alcohol is strictly prohibited**. No person may enter the Fairgrounds with a weapon of any kind, including those with a valid **Concealed Carry Weapon (CCW) permit**.

Outside Vendor Food and Drink Policy: Vendors and their employees are permitted to bring a small ice chest containing food items and commercially sealed plastic or canned beverages. **Alcohol is strictly prohibited.** As a courtesy to our paying guests who are not allowed to bring outside food or beverages, we ask that all the coolers be brought in **before the Fair opens each day**. If you need to restock your cooler during the day, use the Vendor Gate (located next to the skate park in Tier 1) which will be available for re-entry with refills. **Glass containers are not allowed anywhere on the Fairgrounds.**

Smoking and Alcohol Policy: Smoking and vaping are strictly prohibited in all vendor booths, inside any building, within 20 feet of a building, and in designated public areas including the Grandstands, Carnival areas, Kids Corral, Livestock Areas, and Concession Row. Smoking is only permitted in the following designated areas: behind the Grandstands, the Beer Tree area, the Main Lawn (excluding the area under the tent), and behind the carnival along Wine Garden Road. Absolutely no smoking, vaping, or consumption of alcoholic beverages is permitted inside any vendor booth at any time.

Booth Vendor Access During Fair: All vendors must be off the grounds by 12:30 AM on Thursday, Friday, and Saturday nights. The Armory Gate and the Commercial Building will open each morning at 8:00 AM. Vendors may remain inside the Commercial Building until 10:30 PM each evening. Guest Services and Fair staff will promptly lock the building at that time. No exceptions will be made. Vehicles will be allowed on the Fairgrounds only during specific hours: Thursday from 8:00 AM to 10:30 AM, Friday from 8:00 AM to 11:00 AM, Saturday from 8:00 AM to 9:00 AM, and Sunday from 8:00 AM to 11:00 AM. Outside of these designated times, vehicle access will not be permitted. The Forni Kitchen will be available to vendors in need of hot water for services until 10:00 PM each day of the Fair.

Booth Appearance/Decorations: The licensee is responsible for the maintenance and attractive condition of the assigned space. Your space must be cleaned and in an attractive condition PRIOR to the opening of the Fair each day. All storage supplies and boxes must be skirted or screened and kept away from the public view. All material must be flameproof, with final approval resting with the Fire Marshall. **Cardboard boxes MUST be broken down and thrown away in the trash bin on the Grass located near Avenue and Concession Row (turn two).** If you are caught breaking this rule, there will be a consequence. All reasonable care must be exercised in the interest of public safety, and compliance with safety requirements must be maintained. Sound-producing devices may be installed and operated with approval from the Vendor Coordinator.

Banners and Signage: Any banners hung by Fair Facilities staff must be picked up by the last business day in June. The El Dorado County Fair is not responsible for unclaimed banners. Booth signage, including price signs, must be professional, handwritten signs are not permitted. Signs displayed outside the booth require prior approval from the Fair Coordinator.

Unauthorized Use of Additional Space: Using space beyond your assigned booth will result in contract termination and billing at the prevailing rate for the extra area. Additionally, the vendor may be denied the opportunity to return in future years. All vendors must operate strictly within their contracted space.

Staffing Your Booth and Appearance of Personnel: Your booth must be properly staffed during Fair operating hours and should never be left unattended. The licensee is fully responsible for the conduct and appearance of all employees. All staff must be neatly dressed, orderly, and courteous in both behavior and speech. Models dressed inappropriately—such as wearing bathing suits or similar attire—are prohibited. Any intoxication, use or possession of controlled substances, or rude, obscene, or discourteous behavior toward the public or within their hearing range may result in immediate contract termination at the sole discretion of Fair Management.

Concession Stand Rentals: Vendors are responsible for any equipment needed to run your operation. There will not be any appliances available for use. Rental of the kitchen includes a handwashing station and power only.

Subleasing/Booth Sharing: Licensees may share or sublease a portion of their booth upon written approval by the Vendor Coordinator only.

Parking: Parking is at a premium on the grounds during the fair. Licensees are responsible for advising their employees of all parking regulations. **THE FAIR STAFF WILL NOT BE ABLE TO PROVIDE TRANSPORTATION TO OR FROM THE PARKING LOT. PLEASE BE PREPARED!** Vehicles will not be permitted within the enclosure of the Fair at any time fair management deems necessary. ***Licensees are expressly prohibited from selling, duplicating, or reissuing parking credentials.*** Violators will be removed from the fairgrounds and will be unable to operate at future fairs. Sleeping in vehicles with parking passes is strictly forbidden.The Fair is not responsible for fire, theft, damage to, or loss of vehicles; or articles left therein, on the premises. Any person parking in nondesignated areas does so at their own risk and is subject to towing and storage fees. **Vehicles without a valid parking pass are subject to towing, this includes RVs & Stock Trucks.**

Towing Policy: Vehicles parked in No Parking Zones our without proper passes will be towed. If your vehicle is towed, please contact a Gate personnel member and ask them to notify the Fair Office. The Fair Office will provide instructions for recovering your vehicle. Be prepared to pay all towing fees. Please do not go directly to the Fair Office, as they will be unable to assist with vehicle recovery.

Water Use During Setup: Use high-pressure steam cleaning or a mop and bucket to clean your stands during setup and for the duration of the fair. Washing floor mats and slats in the street after closing is prohibited! Water run-off is a waste of water and prevents a smooth setup for other exhibitors.

Microwave Notice: If a microwave is in use, vendors must post a notice visible to the public.

Product Sales / Restrictions: **Only those products listed on the contract may be sold or displayed.** If a request to sell certain items on the application is not reflected on the contract, and those items were not approved for sale, you may be asked to remove them. No *substitutions* can be made without prior written approval by the Vendor Coordinator. This covers persons, things, conduct, printed matter, advertising, souvenirs and emblems, and all else that affect the Fair. Misrepresentation of product or business on the application will result in the cancellation of the contract. ***Please check your returned contract copy, as Fair Management may have disallowed the items listed.***

Prohibited Items: The sale, display, or distribution of certain items is strictly prohibited on the Fairgrounds. Any items deemed offensive, inappropriate, or in poor taste are subject to immediate removal at the sole discretion of Fair Management. Prohibited content includes anything referencing alcohol abuse, illegal drug use, violence, pornography, gangs, hate, or discrimination, as well as items of a suggestive nature. Law enforcement, FBI, or security-themed apparel is not allowed. Weapons of any kind are also banned, including stun guns, switchblades, brass knuckles, firearms, knives, pyrotechnic equipment, and martial arts weapons. If you are unsure about an item, you must receive approval from Fair Management before displaying or selling it. Flyers or promotional materials may not be distributed outside your booth. Advertising on vehicle windshields in the parking lot is not allowed. Any violation may result in a fine. Failure to comply with these rules will result in immediate contract termination.

Copyrighted/Licensed Merchandise: Any Licensee selling copyrighted or licensed merchandise must provide documentation upon request supporting their right to sell these items.

Stock Trucks: Parking is limited and available on a first-come, first-served basis for $50 with an additional $25 for electricity. All trucks must have prior approval and will be spotted near the scoreboard and track. Any stock truck without approval will be towed at the owner's expense. **NO SLEEPING IN STOCK TRUCKS ALLOWED!**

Seller's Permit: Any vendor selling or taking orders at the Fair is required to obtain a valid California State Seller's Permit and must submit a copy with their application. Information and applications are available through the California Department of Tax and Fee Administration (CDTFA). For assistance, contact the CDTFA at 800-400-7115. Vendors who do not have a valid seller's permit on file during the Fair may be subject to closure.

Business License and Permits: All licenses will be required to comply with all applicable licenses and permits.

Employee Discounts: Licensees are not expected to offer, nor are they obligated to extend, discounted merchandise or food to employees or officers of the Fair. You are encouraged to **notify the Fair Office if approached or solicited by any employee asking for free or discounted merchandise/food.**

Golf Carts, Side by Sides, and Scooters: All golf carts are prohibited on the fairgrounds during Fair hours. Such vehicles are considered a safety hazard, and fair management shall have sole discretion in determining their use and limits on the grounds. **You may use golf carts only during set-up days.** Scooters are allowed on grounds for handicap personnel only. Skateboards or roller skates/blades are always prohibited on the fairgrounds at all times.

The Baby Corner: For use by families, moms, and dads. The Baby Corner is a nice quiet place for nursing moms, diaper changes, has running water, a microwave, toys, and books for the toddlers. Located in the Marshall Building, sponsored by First 5.

Insurance – General Liability: A Certificate of Insurance for general liability is mandatory for all vendors and must be submitted to the Vendor Coordinator prior to set up. ***All vendors are required to provide $1,000,000 public liability insurance naming the State of California, County of El Dorado, El Dorado County Fair and Event Center, their agents, servants and employees as additionaly insured.*** Insurance must include setup days, fair dates, and teardown date. Licensee shall defend, indemnify, and hold the Association, the County, the State, and each of them harmless against and from any and all claims, suits, losses, damages, and liability for damages of every name, kind, and description, including attorney's fees and costs incurred, brought for, or on account of, injuries, death of any person, including but not limited to workers, Association or employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with Licensee's activities or performance hereunder, regardless of the existence or degree of fault or negligence on the part of the County, the State, the Association, Licensee, subcontractor(s) and employee(s) of any of these, except for the active negligence of the County, the State, the Association, or each of them, or officers and employees of either, or as expressly prohibited by statute. This duty of the Licensee to indemnify and save the County, the State, the Association, and each of them harmless includes the duties to defend set forth in California Civil Code section 2778. CFSA Master List – if you have coverage through CFSA and are on their Master List, please provide your number. Insurance coverage may be purchased through the Fair. The current rate is $125.00 (Price subject to change). This should be submitted no less than 20 days prior to opening day.

Insurance – Workers Comp: California State Law Requires: All employers must carry Worker's Compensation Insurance whether they have full-time, part-time, or temporary employees. The policy must be current, valid and in force under the name of your legal.

Raffles and Free Drawings: Raffles are **not permitted** during the Fair. Free drawings may be conducted **within your booth space only**, and all winners must be selected by the **closing day of the Fair**. Copies of all entry forms and the names of winners must be submitted to Fair Management.

Giveaways: Exhibitors may not give away advertising novelties that compete with concessionaires' merchandise, who have paid for the privilege of selling these items. List intended giveaways on your application, as prior management approval is necessary for any giveaway. **If the giveaway is to be a fair-approved food item or cups of water, a health permit will also be necessary.**

Inclement Weather: In the event of inclement weather, all booths (outdoor locations included) are expected to continue operating as per normal Fair hours. Licensees are expected to make any necessary provisions for protecting stock from the sun, wind, inclement weather, flooding, etc. The Fair is not responsible for damage to booth merchandise.

Shipments: C.O.D. shipments are never accepted. All prepaid shipments to licensees should be addressed as follows:

Licensee Business Name
El Dorado County Fair
100 Placerville Drive
Placerville, CA 95667

Fair staff is not responsible for delivering these goods to you. **If you are expecting a shipment check with Fair Office.** Fair management is not responsible for loss or damages to merchandise. The Fairgrounds may or may not have forklifts available for unloading shipment, if not, shipment will be refused.

Forklifts: Forklifts with operators for unloading heavy material are available upon request through the Fair Office. Arrangements must be made in advance and for a specific time. The cost of **forklift assistance is *$85.00* per hour** or any portion thereof, and payment is the sole responsibility of the Licensee. Please note that the Fair ***reserves the right of first priority*** for use of the forklift. **The forklift will not be available in the Commercial Building after 4 pm Tuesday, June 15th**. The outdoor areas will be dependent on accessibility. Vendors using their own forklifts must be certified to operate on the grounds. Fair staff can revoke the use of forklifts for safety reasons. Waiver form to be filled out and can be picked up at the Fair Office or with a Facilities Staff member.

Utilities: Each indoor booth space includes one standard electrical outlet. Vendors must supply their own three-prong, 12-gauge extension cord. If additional power is needed, it must be requested on the application and paid for in advance. Any plumbing or electrical work beyond the standard 110v outlet must be installed at the vendor's expense and supervised by Fairgrounds Management prior to the Fair's opening. All work must comply with local, state, and city regulations. Hard wiring of equipment is subject to Fairgrounds Management approval. Requests for utility hook-ups must be made through the Fair Office. Vendors are responsible for the correct installation and operation of their own equipment. The Fair will not be liable for any damage caused by improper wiring or installation. The Fair is also not responsible for temporary power failures or voltage fluctuations. For your protection, surge protectors are strongly recommended for computers and other sensitive equipment. Vendors located along building walls must ensure they do not block access to fire hoses, extinguishers, or phone wiring.

Cleaning Your Booth / Trash: Trash and cardboard MUST go in the 40-yard trash bin located at the Avenue and Concession Row near turn two of the race track on the grass. Please ask if you are unsure where to dump. All packing cases, crates, and debris of any kind must be removed from the exhibit space prior to the time of opening each day. Exhibitors must, at their own expense, keep their exhibit space arranged and clean. ***Boxes must be broken down and placed in the recycle bins. If you are caught throwing boxes away that are not broken down, there will be a $50 fine per occurrence. NO EXCEPTIONS!!!!*** ***Please be sure that the cardboard goes in the appropriate containers.*** When vacating your space, make sure it is left clean and debris-free. **There is a grease receptacle behind the 20-30 Club Taco Booth at Concession Row.**

Water Truck: All **outdoor vendors be aware that a water truck is used** in order to dampen the streets and keep the dust down. Before leaving each night, please pick up any items that cannot get wet and place them on crates or tables.

Landscaping: No licensee shall cut, trim, damage, or place anything in any of the Fair's landscaping. **Dumping of wastewater or other liquids into landscaping or storm drains is prohibited.** Violators will be charged time and material for repairs.

Painting: No painting of floors, booth backgrounds, or space dividers will be permitted without written permission from Fair management.

First Aid: Medical personnel is on the grounds during all operating hours of the fair. *First Aid is located in the area behind the Tiki Bar, which is along side the Marshall Building.* Please direct anyone seeking assistance to First Aid.

Sexual Harassment Policy: The El Dorado County Fair is committed to providing a work environment that is free from sexual harassment. **Sexual harassment refers to behavior that is not welcome, personally offensive and interferes with employees' effectiveness and work environment.**

Security/Theft Protection: The Fair will provide 24-hour general grounds and building security beginning Tuesday, June 15th thru Sunday, June 20th. **The licensee is responsible for any booth left unattended and during non-fair hours**. Fair management will not be responsible for lost, damaged, or stolen merchandise. Management will provide roving guest services and will exercise reasonable precautions for the protection of the Exhibitor's property, but shall assume no responsibility for loss or damage to the Exhibitor's property. Small or fragile articles or displays should be put away for safekeeping by the Exhibitor at the closing hour each night. **Exhibitors must be out of the Commercial Buidling within 30 mins of closing each night.** A guest services staff will be in the building until the building opens to the public, also at closing, 30 minutes past closing and during set up/tear down. Exhibitors who have valuable merchandise in their booths should be present at the building opening.

Secret Shopper Program: The Fair will have secret shoppers' present each day of the Fair. Our shoppers will be looking for the following but not limited to, cleanliness of the booth, quality of the food including the temperature, time it took to receive the food, receipt issuance, register ring ups, value for the price paid and interaction with the customer. The secret shoppers will report to the Fair staff. Each report will be evaluated, and any areas of concern will be addressed promptly. Concessionaires & Commercial Vendors may be removed from the Fair, at any time, if severe violations are reported and proven. Our shoppers will remain anonymous. The secret shoppers' program will make for a valuable tool not only for the Fair but the vendors as well. We appreciate your commitment to our Fair and thank you for your partnership!

Possessory Interest Tax: This rental may create a possessory interest subject to property taxation and the licensee may be subject to the payment of property taxes levied on such interest.

State, Federal and Local Laws: The exhibit shall be conducted and the privileges exercised in strict conformity with all applicable State and Federal laws, all local ordinances, and the rules governing the Fair, now existing.

Hate and Discrimination – Free: On February 8, 2005, the Mayor of Placerville, declared "that the City of Placerville opposes any acts of bigotry and prejudice against any individuals and declares itself a hate-free and discrimination-free city." In keeping with this declaration, the fairgrounds reserves the right to refuse any vendor that fairgrounds management deems is in opposition to the spirit of this declaration.

Americans with Disabilities Act: The Americans with disabilites act (ADA) makes it illegal to discriminate against anyone because of physical or mental impairment. It is the resposnibility of each licensee and their employees to adhere to the requirements of the ADA. In simple terms, every effort should be made to allow guests with disabilities to participate in the purchase of food merchandise, receive services, ect. The following specefic examples will be out of assistance in accomplishing compliance. All vendors at the El Dorado County Fair must make a special effort to serve guests with disabilities, for example: If someone in a wheelchair needs assistance in ordering, examining, or receiving a product, extra effort should be made to assist this person, even if it requires sending an employee outside the exhibit or concession to take their order, and show them the product, provide service, or deliver the product.Your staff should be prepared to read your product price list and/or menu to a visually impaired guest.Any questions, comments, or complaints should be directed to the Fair Office. It is the position of the El Dorado County Fair that all guests are treated in an equal and courteous manner so that they may participate in the fun and enjoyment the fair offers while ensuring a safe and enjoyable experience for all.

Closing Night/Tear Down Procedures: The official closing of the 2027 El Dorado County Fair is June 21st at 10:00 pm. All vendors must remain open till 10:00 pm, NO EXCEPTIONS! Any vendor who dismantles booth or closes down early any day of the Fair will be subject to a $100 deposit to the following Fair if invited back. If you should close early again at the following Fair you will forfeit the deposit and no longer be able to return back! Guest services staff will monitor booths for early teardown and document such actions. ***NO VEHICLES ON FAIRGROUNDS UNTIL GUEST SERVICES STAFF DEEMS IT SAFE.*** Detailed instructions will be included in your vendor packets. Unless otherwise authorized, all exhibit material must be removed from the grounds ***within two days*** after the closing of the fair. Failure to remove exhibit material(s) by this deadline may result in **moving/storage fees of not less than $100.00 per day** and material(s) will be subject to disposal at the owner's expense and the Fair's discretion. The El Dorado County Fair Association is not responsible for any merchandise or booth material(s) left on the grounds.

Health Department Permit: All licensees that handle food in the booth (including prepackaged items and sampling) must obtain a health permit from the County of El Dorado. The single event permit fee is $221.00* for hazardous items and $86.00* for packaged items. Forms can be found by visitng the Enviormental Management Departments website at **https://www.eldoradocounty.ca.gov/Public-Safety-Justice/Food-Safety/Temporary-Food-Facilities-and-Community-Events**. If you have an annual permit, you will still need to fill out and return the form along with your current permit to the Vendor Coordinator. Those with annual permits should not have to pay again but it is at the discretion of the Health Department.

You must return the form along with payment to the El Dorado County Fair Office no later than April 1st. Checks made payable to the "Environmental Management Department" in the respective amount. The Vendor coordinator will submit all applications with payment on behalf of the vendor.

*Fees are not in our control and are subject to change.

All safety orders of the Division of Industrial Safety, Department of Industrial Relations, must be strictly observed. The Vendor will conduct the privileges granted in the Agreement according to all rules and requirements of the State Department of Public Health and local health authorities, and without infringement upon the rights and privileges provided in the Agreement, and that all exclusives granted the concessionaire shall not include the Carnival and the Carnival area.

Thank you for being a great Fair Partner.
We appreciate you!

El Dorado County Fair & Event Center
a 501 c 3 nonprofit