



**September 13-16, 2017**

Franklin County Recreation Park  
2150 Sontag Road, Rocky Mount, VA 24151

**FOOD VENDOR SPACE RENTAL APPLICATION**

**YOUR NAME:** \_\_\_\_\_

**NAME OF BUSINESS:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_ (A.M.) \_\_\_\_\_ (P.M.) \_\_\_\_\_ (CELL)

**ADDRESS:** \_\_\_\_\_

**E-MAIL:** \_\_\_\_\_

**REQUIRED:** Vendor must submit proof of Virginia Health Department Permanent/Temporary Restaurant Permit and Certificate of General Liability Insurance listing County of Franklin County, Virginia and Franklin County Agricultural Fair as additional insured prior to Set-up. Vendor must be registered with the Virginia Department of Taxation and Franklin County Commissioner of Revenue. Vendor must read the **Food Vendor Fair Rules and Regulations** at [www.FCAGFair.com](http://www.FCAGFair.com) for more information and additional requirement details.

**DESCRIPTION OF MERCHANDISE:** Please provide a list of food items to be sold, along with their prices, serving size and how the food will be served. Attach a separate sheet to list additional items if needed. Please do not refer our committee to a website in lieu of providing a description below.

Item #1: \_\_\_\_\_

Description: \_\_\_\_\_

Item #2: \_\_\_\_\_

Description: \_\_\_\_\_

Item #3: \_\_\_\_\_

Description: \_\_\_\_\_

Item #4: \_\_\_\_\_

Description: \_\_\_\_\_

**RESTRICTIONS:** In order to avoid duplication at the fair, only items listed on this application will be approved for sale. Should you add items at the fair, you risk having to remove them from your inventory. Food vendors will not be allowed to sell certain food items due to our midway contract. These items are outlined in the Food Vendor Restrictions.

\_\_\_\_\_ (please initial)

**DESCRIPTION OF ALL EQUIPMENT TO BE USED:** Only pre-approved equipment will be allowed in rental space. Equipment/electrical capacity may not be added once fair has begun. \_\_\_\_\_ (please initial)

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**FEE SCHEDULE:**

Space rental fee includes rental space only; Vendor must supply all tents, tables, chairs and pre-approved electrical needs (electricity is not provided). Fee is detailed below for event dates September 13-16, 2017.

| RENTAL FEE                          |
|-------------------------------------|
| \$ 200 - Early bird (before Aug. 1) |
| \$250 - (August 1 - 14)             |

A refundable deposit fee of \$200 is required with the application. The deposit fee is refundable provided the Vendor has satisfactorily met all the conditions in the following sections of the Food Vendor Fair Rules and Regulations:

1. Section 5 – Food Vendor Permits, State Sales Tax, and Local Food & Beverage Tax;
2. Section 9 (b) – Take-down;
3. Section 11 – Rental Space Cleanliness, Trash, Grease;
4. Section 14 – Early Departure.

**CANCELLATION:**

The space rental is non-refundable and non-transferable unless written notice of cancellation is received thirty (30) days prior to the fair opening date.

**ADMISSION & VEHICLE ACCESS:** Rental fee includes four (4) fair gates passes. Vehicles, whether for transportation or storage, will not be permitted to park on fairgrounds. Parking will be available in designated parking area. Please see **Fair Rules and Regulations** Section 10 for complete details.

All wares must be kept inside the rental space. No racks or other display cases may be set outside the rental space.

**TRAILERS:** If you cannot work from a tent and must work from your trailer, check here: \_\_\_\_\_.

**STORAGE/REFRIGERATION VEHICLES:** Parking of storage/refrigeration vehicles (based on maximum width of 8') may be available on site with approval. Storage vehicles are defined as trucks or trailers used to store food and/or equipment. Please attach a photo of the storage/refrigeration vehicle, should you request it be used. Only those vehicles listed on this application and approved by the Franklin County Agricultural Fair Planning Committee and County of Franklin will be permitted. No exceptions will be made.

For additional information or assistance, contact Reba Dillon at (540) 537-4346.

Make checks payable to County of Franklin – Fair Vendor Fee may be added to the memo line. Application will NOT be considered without payment of space rental fee and refundable deposit fee, or after the deadline of August 14, 2017.

Submit completed and signed application with applicable fees to:

Franklin County Agricultural Fair  
1255 Franklin St., Suite 112,  
Rocky Mount, VA 24151

It is not necessary to submit a copy of General Liability Insurance until AFTER notification of acceptance. If approved, the Certificate of Insurance may be mailed to the address above, emailed to [info@fcagfair.com](mailto:info@fcagfair.com), or faxed to (540) 483-3035.

I have read the Fair Rules and Regulations and agree to all the terms set forth therein. I acknowledge that the Franklin County Agricultural Fair Planning Committee and County of Franklin are not responsible for any accidents or injury to life or property in connection with this event.

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Signature

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Date

**NOTE:** SUBMISSION OF THIS APPLICATION DOES NOT GUARANTEE ACCEPTANCE. VENDORS WILL BE NOTIFIED INDIVIDUALLY OF ACCEPTANCE OR DENIAL.



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**FOOD VENDOR RESTRICTIONS**

**ATTENTION VENDORS**

NO vendor can in any way, shape or form sell any items which are sold by midway provider Brinkley Entertainment, Inc.

Those restricted concession items are as follows:

- Cotton Candy
- Candy Apples
- Caramel Apples
- Fried Oreos
- Fried Candy Bars
- Popcorn
- Funnel Cakes
- All ice based products including snow cones, slushies and other similar items.

*\* Per Brinkley Entertainment, Inc., these restrictions do not limit the sale of kettle corn by another vendor. However, the kettle corn vendor CANNOT sell popcorn.*