



Phelps County Fair

www.phelpscountyfair.com

Renae Hammon - Phelps County Fair Board President

The Phelps County Fair, held at Rolla, Missouri is scheduled for July 20 – July 23, 2011. Organizations wishing to sell food are being solicited for the 2011 Fair. Single or double spaces are available. There is no rental price for the first booth, additional booth spaces will be \$45. Each vendor must purchase at least one season pass at a cost of \$25. Additional season passes must be purchased for anyone entering the fairgrounds. There is no parking in the Fair area. You must stock your booth before 3 pm and remove your vehicle to the designated parking area.

All booths spaces are outside and measure 12' x 12'. Phelps County Fair reserves the right to decline any application. All vender booths must remain open from 3 pm until 10 pm each weekday of the Fair, and from 10 am until 10 pm on Saturday. Vendors must stay the entire four days of the fair. Appropriate lighting for night time is required.

No organization can sell:

- | | | |
|--------------------------------|----------------------|----------------|
| x pop corn (Kettle Corn is ok) | x cotton candy | x funnel cakes |
| x hamburgers/cheeseburgers | x snow cones | x hot dogs |
| x curly fries/potatoes | x drinks of any kind | x corn dogs |

PCF does not promote duplicate food sales but is not responsible for like-products in vendor food booths. Menu with prices must be submitted with the application for approval.

Vendors must carry liability insurance in the amount of one million dollars, with the Phelps County Fair Board named as the additional insured. Phelps County Fair Board will not be responsible for any liabilities. For additional insurance information please call Bill Jenks at Jenks Long Insurance at (800) 492-2017 or (573) 364-1414. A copy or certificate of insurance must be returned with this application or faxed in one week prior to the event.

Phelps County Fair averages an audience of between 8,000 and 10,000 during the fair time. Phelps County Fair will sell food tickets at a cost of \$1 each, which will be collected by your organization and counted daily. Twenty percent (20%) of the tickets received will be held by Phelps County Fair, and you will receive 80% of your sales. Food vendor agrees to accept only food tickets purchased at the fair. Free meal or drink tickets given to volunteers cannot be accepted at vendor booths and are clearly marked with that information. Should a vendor choose to accept the free ticket, the vendor acknowledges he/she will not be reimbursed.

SIGNATURE: _____

Mail to: Phelps County Fair P.O. Box 802 Rolla, MO 65402

Phone Information: Renae Hammon (573) 308-8245 or erparker06@yahoo.com

PHELPS COUNTY FAIR WILL NOT BE RESPONSIBLE FOR ANY ACCIDENTS OR LOSS OR STOLEN PROPERTY

**** Please check in at the office upon arrival at the fairgrounds.**

Complete back of form and return before July 5, 2010.



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FOOD VENDOR

Items to be returned no later than July 1, 2011:

- ✓ completed application
- ✓ menu with prices
- ✓ copy of insurance certificate with Phelps County Fair named as additional insured
- ✓ check made payable to Phelps County Fair for season passes, electric, or additional booth space, etc.
- ✓ a self addressed stamped envelope for return of your receipt.

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

PHONE (day) _____ (evening) _____

Number of people working the booth: _____

Season Passes	\$25 per pass X	_____	passes =	\$ _____	(minimum of 1)
Booth Rental (1st booth)	free			\$ <u>0</u>	
Additional Booth Space	\$45 per space X	_____	spaces =	\$ _____	
Electric	\$40 per space X	_____	spaces =	\$ _____	
Overnight onsite camping	\$60	(optional)		\$ _____	
			Total:	\$ _____	