



July 31 to August 2, 2020

- This application in no way implies or guarantees that space will be offered to you and replaces any previous applications.
- All applications are subject to review and approval.

PLEASE SUBMIT ONE APPLICATION PER FOOD CONCESSION
FULL DEPOSIT MUST ACCOMPANY THIS APPLICATION
APPLICATION IS CONSIDERED INVALID IF NOT COMPLETED IN FULL

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SECTION 1: INFORMATION OF FOOD CONCESSIONAIRE

GST Number: _____ Work Safe BC Number: _____
 (required information, if not applicable indicate as so)

Business Name: _____

Contact Person: _____

Address: _____

City: _____ Postal Code: _____

Phone Numbers: Office _____ Home _____

Cell: _____ Fax: _____

Email: _____

THE LICENSEE HEREBY AGREES TO THE TERMS, CONDITIONS AND RULES OF THIS APPLICATION. Please complete entire application – failure to do so will cause the application to be returned.

Date of Application

Signature of Licensee

Date Received

Abbotsford Agrifair

FOR OFFICE USE ONLY:

Amount received \$ _____

Method of Payment _____
(Cash, Visa, MC, Cheque, Money Order, E-transfer)

Receipt # _____

Space # _____

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SECTION 2: SPACE, POWER AND WATER REQUIREMENTS

(A) Please indicate **exact size of your unit (including hitches and bumpers)** be specific & as accurate as possible.

- If your measurements are not correct, you may be asked to leave and will be required to forfeit your deposit.
- APPLICANT MUST INITIAL IN BOX TO ACKNOWLEDGE ABOVE STATEMENT

* Please contact **Guy Ciprian** at 604-341-1496 or email him at **agrifairfood@telus.net** if you have any related questions.

Frontage (length): _____ Depth (width): _____

Number of service sides: _____ **Total square feet required:** _____

(B) Does your booth require power: Yes _____ No _____

You will not be permitted to run off your own generator. Our Agrifair electrician will notify the office of your ACTUAL power requirements, therefore your connection fees are subject to change. If necessary, adjustments will be taken off your final settlement.

POWER OPTIONS:

DESCRIPTION	QUANTITY	COST	TOTAL
120 Volt / 15 Amp / Single Phase <small>Will run two items, total wattage of 1500 watts.</small>	X	52.50	=
120 Volt / 30 Amp / Single Phase <small>Will run two items, total wattage of 2000 watts.</small>	X	105.00	=
208 Volt / 30 Amp / Single Phase	X	183.75	=
208 Volt / 50 Amp / Single Phase	X	210.00	=
Total (includes all applicable taxes) =			\$

(C) Does your booth require running water: Yes _____ No _____

Each applicant is responsible for their OWN hoses for fresh & grey water.

(D) Applicant must have **minimum 5 million liability insurance coverage** certificate, including Abbotsford Agrifair, City of Abbotsford and School District 34 listed as additional insured. **Certificate required upon applicant approval.**

(E) **City of Abbotsford requires all vendors to have a Business Licence.**

https://www.abbotsford.ca/business_and_development/business_licences.htm

NO REFUNDS if Concessionaire is non-compliant with Abbotsford Agrifair, City of Abbotsford and/or Fraser Health Authority.

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SECTION 3: BOOTH DESCRIPTION

- Describe your booth (include signage, lighting, design of display and products).
 - Include color photo of booth (requirement)
 - Concessionaires must include a copy of your menu.
 - Only listed items will be approved – Agrifair reserves the right to refuse any item.
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SECTION 4: HISTORY

Have you exhibited at AGRIFAIR before? Yes _____ No _____ Year: _____

Under what name did you last exhibit? _____

Concession experience:

Venue: _____ Year: _____

Venue: _____ Year: _____

Venue: _____ Year: _____

SECTION 5: TERMS

A DEPOSIT OF \$735 + POWER CONNECTION FEE IS REQUIRED WITH YOUR APPLICATION.

Terms during event: *20% of gross daily sales or a minimum of \$735.00 per booth, whichever is greater. GST is included in price.*

If payment is by **Visa or Master Card ADD 3% service fees to your total:**

PLEASE PRINT: Name of Card Holder: _____

MUST BE SIGNED Signature of Card Holder: _____

Card Number: _____

Expiry Date: _____

3 digit code on back of card: _____

If you wish to pay by e-transfer then email it to: agrifair@telus.net

Submit application and payment to:

**Abbotsford Agrifair
Box 2334
Abbotsford, BC V2T 4X2**

Refund Deadlines:

50% booth refund before June 16th
No refunds after June 16th

**Agrifair Office: 604-852-6674/ Fax: 604-852-6631
Email: agrifairfood@telus.net**

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General Information Guide for Concessions

1. The allotment of space shall be at the discretion of the Agrifair.
2. Licensees will NOT be permitted to sublet the space allotted to them, or any portion thereof. The Licensee will not use space for any other purpose than that shown on the contract. Any breach of this clause will mean forfeiture of space allotted and no refund will be issued.
3. **SCHEDULED MOVE IN TIMES:**

Date: July 30 Thursday Time: to be advised

* Specific move in times will be forwarded with a map to each concessionaire prior to the event.

* No move in on Friday July 31, opening day of the fair.

MOVE OUT TIMES:

Date: August 2 Sunday Time: after 11 pm

Date: August 3 Monday Time: 9 am to 3 pm

*** All units should be removed by Monday, August 3rd, 3pm latest! ***

GATE HOURS:

Date: July 31, Aug. 1 & 2 Time: 10 am to 10 pm

FAIR HOURS

Date: July 31, Aug. 1 & 2 Time: 10 am to 11 pm

Move in instructions will be forwarded closer to the date. All passes and required information will be distributed at check in point. All exhibits must be completed and approved by AGRIFAIR before 9:00am on Friday July 31. All Booths shall be open by opening time and shall remain open and manned until closing time every day regardless of weather conditions or attendance; unless written permission is received from the Event Manager.

THERE WILL BE ABSOLUTELY NO VEHICLES PERMITTED ON SITE DURING FAIR HOURS.

4. If a Licensee fails to occupy the space allotted to them by 6:00 pm on Thursday July 30 the AGRIFAIR will assume that the Licensee has decided not to attend, and the space will be allocated to someone else. No refund of rent paid will be made.
5. Food Vendors are required to report their daily gross sales, per unit, per day **by 10 A.M.** the following day with Guy Ciprian, Food & Beverage Manager. Concessions will be provided an envelope and settlement sheet daily. The settlement sheet must be accompanied with your Z reading tape from your cash register or a copy of an approved point of sales system (ie: Square) and a cash payment for the amount due. On the last night of the Fair, all accounts must be settled immediately after the FAIR closes. Settling of account will take place as per Guy Ciprian instructions.
6. The Licensee shall adhere to the British Columbia Labour Act, and to local ordinances pertaining to health, fire and gas.
7. The Licensee shall maintain their space and area surrounding the License Area in a neat and clean condition.
8. All Concession booths shall meet the following concession standards:
 - a. Be in good structural condition.
 - b. Be attractive – new or clean canvas or new paint, new or clean equipment.
 - c. All trailers used as booths should be skirted to the ground.
 - d. Must have identifying signage, which is professionally painted and installed. **NO HANDWRITTEN SIGNS WILL BE ALLOWED. ALL BOOTHS MUST CLEARLY DISPLAY, THROUGH PROFESSIONAL SIGNAGE, PRICES OF THE PRODUCTS FOR SALE.**
 - e. All plumbing (hoses, etc) hookups must be leak free. All hoses shall be of food grade quality and must be single braided or better. The Licensee is responsible for his own hoses.
 - f. Shall conform to fire regulations.

Continued –

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General Information Guide for Concessions

- g. Must contain a minimum **10lb fire extinguisher** suitable for any fire.
- h. Be as depicted in the original application. Substitutes will not be accepted unless permission is given by AGRIFAIR. If drawings were submitted, the booths must meet these requirements and be an accurate presentation of the drawing.
- i. Must have a washable floor surface or sub-floor.
- j. Must conform to the health Act and the Food Premises Regulation and will be subject to inspection. If they do not conform, they will be ejected from AGRIFAIR.

9. Each Licensee will be allotted one weekend parking pass and one three-day wristband, plus six one day admission passes including parking, unless alternatives are arranged with Guy Ciprian. Additional passes may be purchased from the office.

10. A booth number for indoor exhibitors will be assigned and must always be clearly posted.

11. Licensees are responsible to purchase their own bottled water and carbonated beverages to sell.

12. AGRIFAIR reserves the right to regulate prices, including if the prices set by the Licensee is excessive or too low. All Licensees agree to abide by Agrifair's Minimum Prices as stated here:

<u>Agrifair's Minimum Prices</u>			
Hamburgers:	\$6.50	Bottled Water (500ml)	\$2.50
Hot Dogs	\$4.00	Pop Bottle (591ml)	\$3.00
French Fries	\$4.00	Sport Beverage	\$3.00
Coffee	\$2.00	Canned Pop (355ml)	\$2.50