

2024 Vendor Contract

Chairperson: Hannah Vehrs (228) 209-3860

CATEGORIES AND PAYMENT

FOOD BOOTH: Fee \$150.00. This includes any type of food that will not compete with the fair board food stand, carnival or cattlemen association including but not limited to fish sandwich, hot dogs, French fries, hamburgers, cheeseburgers, bbq pork, beef brisket, rib eye sandwich, funnel cake, cotton candy, cheese balls, nachos, and pretzels.

NOVELTY FOOD BOOTH: Booth fee \$150.00. This would include but not limited to ice cream, novelty drinks, etc. Not to compete with the carnival food booth.

NOVELTY BOOTH: Booth fee \$100.00. The following items may NOT be sold during the fair. Any form of fireworks, popping, or exploding devices, knives, or anything unlawful. Other items may be determined by the fair board as offensive or dangerous. You will be asked to return them to your vehicle.

BUSINESS DISPLAY: Business in Crawford County fee \$50.00 out of Crawford County \$50.00. This is for information only. A business may take orders and deliver after the fair.

LARGE BUSINESS ITEMS: Must accommodate the depth required. Additional space may be purchased as mentioned above in general rules.

NON-PROFIT ADULT ORGANIZATION/DISPLAY ONLY: Booth fee \$50.00 Display for public information only, and is not available for commercial vendors. Informational literature, advertising pens, calendars, note pads, etc. may be given away. SALES OF ITEMS ARE STRICTLY PROHIBITED.

NON-PROFIT YOUTH ORGANIZATIONS/DISPLAY ONLY: Booth fee is \$25.00. CCF will determine what is allowed on an individual basis.

DUNKING BOOTH: Booth fee \$50.00. A \$500,000 liability insurance policy endorsing the CCF as the insured must be purchased by the vendor. A copy must accompany the form.

ANIMAL, VEHICLES, EQUIPMENT, MECHANICAL RIDES: Booth fee \$200.00. Charges include adequate booth space. Each ride requires individual agreement. Each ride vendor agrees to liability insurance to cover ride and endorse the CCF. Must accompany the form.

HOURS

- All concessions shall be open for business and staffed during the entire time the fair is open to the public.
- No business shall be conducted in any place other than your assigned booth space. The hours are as follows:

Tuesday	6PM-10PM
Wednesday	6PM-11PM
Thursday	5PM-11PM
Friday	5PM-12PM
Saturday	12 Noon-12PM

In the event of rain, vendors are expected to open their booths within one hour of the rain ceasing. You may remain open earlier or later as crowd permits. Check schedule for events.

SETUP & DEPARTURES

- Check In - You will receive location of booth space, power hookups, and general information about the fair when you check in at the Caboose.
- Set Up - All concession operators shall be set up on Wednesday unless other arrangements have been made with the chairman. No booth will be allowed to set up after the fair starts each day.
- Restock - All booths should be restocked one hour before the booth opening time.
- Departures - No early break downs on Saturday night. All booths should be broken down by noon on Sunday.

GATE PASSES

Everyone working the booth over the age of 4 will need a pass.

- Advance Season Pass - \$35.
- Daily passes - Tues. -FREE, Wed. -\$15, Thurs.- \$15, Fri. - \$25.00, Sat. -\$25.00

No daily passes are available in advance. You may exchange your season pass for an arm band when you set up. Everyone will be required to wear armbands.

GENERAL BOOTH RULES

Spaces will be a 12'X12" space. Booth fees double for an additional 12'x12' space. Hitches, tie downs, ramps, and extensions must remain in the allotted space.

NOTE: At the discretion of the Crawford County Fair (CCF), certain types of attractions may require an individual contract and/or a certificate of insurance.

TERMS AND CONDITIONS

The Crawford County Fair is a **FAMILY EVENT**, and vendors should plan their merchandise mix with that in mind. If any merchandise is found to be objectionable to a family audience, vendors will be asked to remove their articles.

TERMINATION RIGHTS

The CCF, through its Concessions Committee, reserves the right to exclude any item or vendor. Termination of operation of any vendor may occur at any time during the fair if items sold or displayed are not of the highest quality as determined by CCF. **NO REFUNDS WILL BE GIVEN.** Also CCF reserves the right to terminate this agreement at any time if the vendor, in the judgment of CCF, commits any detrimental to the purpose of the fair, fails to cooperate with the representatives of CCF or breaches any of its agreements herein. No refunds will be given if the concessionaire decides to leave early for any reason.

PREMISES

Vendor warrants that the premises shall be left in as good condition as the vendor found them; this includes picking up and disposal of trash at and around your booth.

RAFFLES & DRAWINGS

Any vendor may encourage higher traffic levels at their booth by offering raffles or drawings. Winners may be posted daily.

SECURITY

Although general security will be provided throughout the fair, we suggest you take additional precautions and lock up all unnecessary extension cords, and loose items. The CCF and the City of Cuba will not be held responsible for any damages, loss, or expenses arising out of the activities of CCF.

INDEMNIFICATION

The vendor agrees to indemnify CCF, any of its sponsors, and the City of Cuba against loss resulting from any activity of the vendor during the Crawford County Fair.

★ **The Crawford County Fair Board will not be responsible to any individual, corporation or association for any losses by fire, theft, damage or personal injury sustained by anyone through the negligence of any person or group of persons, exhibits or exhibitors. Any behavior deemed improper can result in removal from the fairgrounds by the authorities or fair board officers.**

Company Name: _____ Phone: _____
Name: _____ E-mail: _____
Street Address: _____
City, State, Zip Code: _____

Items to be sold/displayed - First time vendors, please include photos. No substitutions allowed once acceptance is confirmed in writing. May attach a menu.

Electric - Please provide all information regarding electrical power requirements.

Category & Fees (Please mark booth category)

- | | |
|--|--|
| <input type="checkbox"/> Food Booth | <input type="checkbox"/> Non-Profit Adult |
| <input type="checkbox"/> Novelty Food Booth | Organization/Display Only |
| <input type="checkbox"/> Novelty Booth | <input type="checkbox"/> Non-Profit Youth |
| <input type="checkbox"/> Business Display | Organization/Display Only |
| <input type="checkbox"/> Large Business Item | <input type="checkbox"/> Animals, Vehicles, Equipment, |
| <input type="checkbox"/> Dunking Booth | Mechanical Ride |

12' X 12' Space Rental Fee: _____
Additional 12'x12' Space Fee: _____
Season Passes:# _____ @ \$35.00 each _____

Total Fees _____

Make Check or Money Order for the Full Amount Payable to: **Crawford County Fair Inc.**

NOTE: *Personal checks will not be accepted after May 31, 2024.*

CONTRACT DUE:
April 1

MAIL TO: Crawford County Fair Inc.
PO Box 399
Cuba, MO 65453

I have read and understood all of the terms and agree to abide by the terms in the vendor contract.

Authorized Signature: _____ Date: _____

**** The Crawford County Department of Health will inspect all food booths before opening. There is an additional \$25 licensing fee to be paid to the Health Department. A separate check for \$25 payable to Crawford County Health Department and mailed to the address on their form. (This fee is a separate fee from the fair vendor fee.)**

ROBERT CUMMINGS, Steelville
Commissioner of District No. 1

LEO SANDERS, Leasburg
Presiding Commissioner

JAROD BOAST, Cuba
Commissioner of District No. 2

CRAWFORD COUNTY
PUBLIC HEALTH NURSING SERVICE/HEALTH DEPARTMENT
202 West Main Street
P.O. Box 367
STEELVILLE, MISSOURI 65565
In Cooperation With
Missouri Department of Health and Senior Services
Phone: 573-775-2555
Fax: 573-775-3826

APPLICATION TO OPERATE A MOBILE FOOD ESTABLISHMENT

OPERATOR INFORMATION	MFE INFORMATION
Operator Name:	Name of Mobile Food Establishment (MFE):
Mailing Address:	Location:
City/State/Zip Code:	Address:
Contact Information (if different):	City:
Email address:	Cell phone: () Other phone: ()
Type of Mobile Unit: <input type="checkbox"/> Type 1 - Commercially packaged foods <input type="checkbox"/> Type 2-Non-complex food preparation <input type="checkbox"/> Type 3-Complex food preparation	Location where MFE will be parked/stored:

According to Crawford County Food Ordinance Section 8, Food Establishments in Crawford County are required to have a Food Permit. Food establishments are ranked and determined by a public Health Priority Assessment System. Your Food Establishment is currently ranked:

- High: \$100.00 (Examples include full service restaurants, nursing homes, and hospitals)
- Medium: \$75.00 (Examples include grocery stores, schools, and fast food restaurants)
- Low: \$50.00 (Examples include convenience stores, mobile vendors, and coffee shops)

Increase Frequency in Priority Assessment when any apply

- History of a lack of active managerial control of foodborne illness risk factors.
- Involvement in foodborne illness outbreak.

Crawford County Food Permits are valid January 1-December 31. Applications received after July 1 will be charged half of the annual fee.

Include this form, or a copy of this form, with payment.

Please make checks or money orders payable to:

Crawford County Health Department

PO Box 367

Steelville, MO 65565

A mobile food establishment permit will not be issued unless this application meets all applicable requirements found in the FDA Food Code as summarized in the Mobile Food Establishment guidance document and the permit has been signed and approved by the local regulatory authority. Additionally, the undersigned is aware that non-compliance may result in closure of the mobile food establishment.

Applicants Name (Print): _____ Applicants Signature: _____

Date: _____

DO NOT COMPLETE INFORMATION BELOW - FOR OFFICE USE ONLY

Application Approved <input type="checkbox"/> Yes <input type="checkbox"/> No* See reason below.	Risk Category <input type="checkbox"/> Food Service Type 1 <input type="checkbox"/> Food Service Type 2 <input type="checkbox"/> Food Service Type 3	Reviewer Signature/Title: _____ Date: _____
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Fairs, Festivals, and Temporary Events

A food establishment that operates for a period of no more than fourteen (14) consecutive days in conjunction with a single event or celebration is the focus of this section. Fairs, festivals and similar celebrations, as well as, dinners and other events sponsored by organizations serving food and open to the public are all examples of temporary events.

Temporary operations often require the food service to be set up out-of-doors or in locations where keeping food safe and sanitary is challenging. The popularity of mobile food operations has increased in recent years. A mobile food establishment refers to a food service operation that is operated from a movable motor driven or propelled vehicle, portable structure, or watercraft and that can change location. They vary in size and complexity, from large modular units to pushcarts.

Recommended guidance for mobile food establishments can be found [here](#). These guidelines should not be mistaken for or used in place of regulations that exist for permanent food establishments or food processing plants. In addition, many Local Public Health Agencies (LPHAs) require temporary event vendors to obtain a permit and/or inspection prior to opening/operating at an event.

The following actions and equipment are intended to be required for all temporary food operations including mobile food establishments:

Booth

The stand or booth should have overhead protection and in most cases, be fully enclosed. There may be openings for a serving window and a door for entry; however, the door is to be kept closed during operation. All food preparation, food storage, and service are to be done within this enclosed area. Screening material may be used for the walls, doors and serving window. However, screening may not be necessary if flying insects or other pests are absent due to the location of the food stand, the weather, or other limiting factors.

The floor of the stand should be hard, smooth, and constructed of easily cleanable materials. Asphalt, concrete, or plywood may be acceptable floor surfaces in temporary food stands.

Hand Sink

Adequate hand washing facilities consist of a hand-sink equipped with hot and cold running water, soap, and paper towels. A temporary sink set up can be made that consists of a vessel full of water with a spigot type dispenser, soap, paper towels, a wastebasket and a bucket to collect wastewater. The use of gloves or hand sanitizers is not a substitute for handwashing.

Bare Hand Contact

A food employee's bare hands may not touch ready-to-eat foods. Tongs, spatulas, deli tissues, or gloves must be used.

Food

All foods and beverages are to be from approved sources and prepared on-site or at a food establishment currently under inspection.



Cuba Community Fire Protection District

PO Box 511, 600 S Franklin Ave, Cuba, MO 65453
573-885-3366 | 573-885-0256 Fax | www.cubamofire.com

Food

Applicants are to fill out top section. A safety inspection of your business will be conducted. Any violations must be corrected before any business can open. The Cuba Fire Protection District has adopted and follows the 2018 IBC Building and Fire Codes. Permit fees must be paid at the time the application is submitted. Any questions please contact the Fire Marshal.

Date of Application: _____

Physical Address: _____ Business Name: _____

Business Owner Name: _____ Business Owner Phone: _____ Email: _____

Property Owner Name: _____ Property Owner Phone: _____ Email: _____

Cuba City Limits: Yes / No

*** Certificate of occupancy is void for 1 year and is not bound to a specific address. The permit must be displayed and visible at all times.*

Signature of Owner _____

Wheel Chocks: _____ Fire Extinguisher: _____ 10' Separation: _____ Generator 5' from Vehicle: _____ Not blocking Fire Lane: _____

Cylinders upright and secured: _____ No Flammable liquids stored inside: _____ Fire Suppression Hood: _____

Approved By: _____ Title: _____ Permit Fee: _____

Date Issued: _____ Permit Number: _____

Check # _____ Date: _____ Received By: _____

FOOD TRUCK REQUIREMENTS

These are the Fire Code requirements for Food Trucks. Chapter 2 Section 210

These are the Fire Code requirements for Food Trucks. Chapter 3 Section 319

1. An occupancy permit shall be required by the Cuba Fire Protection District. The permit is valid for 1 year and is not bound to a specific address. The permit must be displayed and visible at all times. 319.2
2. Wheel Chocks shall be used to prevent mobile and temporary cooking operations from moving.
3. A Minimum on one 2A:10ABC fire extinguisher shall be provided when a generator or other fuel fire appliance is used, wood or charcoal is used, or electric cooking is performed. 906.4
4. Mobile cooking operations shall be separated from buildings or structures, combustible materials, vehicles, and other cooking operations by a minimum of 10'.
5. Mobile or temporary cooking operations shall not block fire department access roads, fire lanes, hydrants, or other fire protection devices.
6. Portable generators shall be positioned so that the exhaust is at least 5' in any direction away from any openings, air intakes, means of egress, or part of the building or vehicle.
7. Flammable liquids shall not be stored inside of the temporary cooking areas.
8. Cylinders shall be secured in an upright position. 319.8.2
9. Deep fat fryers or other appliances having combustible liquids heated by LP gas or electricity shall be protected by an approved hood fire suppression system. 319.3- 904.12

Please contact the Fire Marshal with any questions at Cubafd@gmail.com or 573-885-3366

