

# EMMET COUNTY AGRICULTURAL SHOW

*The Last Full Weekend of July*

**Estherville, Iowa**

## FOOD VENDOR APPLICATION FORM

The Emmet County Agricultural Show is always the last full weekend of July in Estherville, Iowa. Our standard fair dates are Thursday through Sunday. Food Vendors need to be in place Friday at 8:00am (or earlier) and can leave Sunday after 5:00pm. There is an optional evening of Wednesday as we have an evening concert and if you want to serve food that evening, you will need to be in place by 6:00pm. Also, Thursday is an optional day as well, and you would need to be in place by 8:00am. If these days/times need to be changed, please specify below and your application will be considered. The Emmet County Agricultural Show schedule can be found at [www.theemmetcountyfair.com](http://www.theemmetcountyfair.com) to review entertainment. The fair is a FREE fair, as we do not charge gate, parking, or Vendor Fees! We estimate a daily attendance of 750, with Friday and Saturday evenings being a large crowd. Electric and water hookups are limited and are based on first come, first serve. **PAGE 1 & 2 ARE DUE TO EVENT CONTACT BY MAY 1.**

BUSINESS NAME:

CONTACT PERSON:

ADDRESS:

CITY/STATE/ZIP:

PHONE:

EMAIL:

### SETUP INFORMATION

SERVING FROM:

☐ TRUCK ☐ TENT

DIMENSIONS:

\_\_\_\_ LENGTH \_\_\_\_ WIDTH \_\_\_\_ DEPTH

IF TRAILER, WHICH SIDE IS THE SERVICE SIDE:

☐ DRIVER ☐ PASSENGER

ELECTRICITY REQUIRED:

☐ 110v ☐ 220v

WATER HOOK-UP:

☐ YES ☐ NO

ATTENDANCE DAYS/TIMES (see vendor information #3):

DAYS (check dates) HOURS (enter open/close):

☐ WED, JULY 27 OPEN: \_\_\_\_ CLOSE: \_\_\_\_

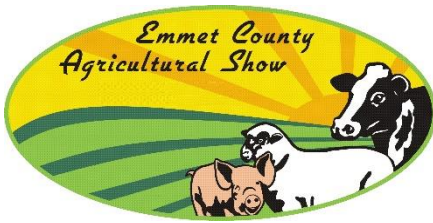
☐ THUR, JULY 28 OPEN: \_\_\_\_ CLOSE: \_\_\_\_

☐ FRI, JULY 29 OPEN: \_\_\_\_ CLOSE: \_\_\_\_

☐ SAT, JULY 30 OPEN: \_\_\_\_ CLOSE: \_\_\_\_

☐ SUN, JULY 31 OPEN: \_\_\_\_ CLOSE: \_\_\_\_

### PROPOSED MENU & PRICES



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## VENDOR RULES & WAIVER

**Proof of Food License:** All food vendors participating at the Emmet County Agricultural Show must obtain a State of Iowa Food License, as required by the State of Iowa Department of Inspections & Appeals. Copy of the food license will be required by July 1 and given to the main event contact. Please go to the following website to apply for food license: <https://dia.iowa.gov/food/business-licensing> - scroll down and read the section on applying for a food license and give plenty of time for the processing of the application. Click the APPLY ONLINE button, which require you to create an account and fill out necessary information for the state. **DUE JULY 1 TO MAIN EVENT CONTACT (listed on page 3)**

**Proof of Insurance:** No vendor insurance is provided by the Emmet County Agricultural Show. Please include general liability insurance, a certificate of insurance verifying that you have at least a \$1,000,000 general liability policy. The Emmet County Agricultural Show shall NOT be liable for loss or damage to exhibits or their contents or for any injuries to exhibitors. **DUE JULY 1 TO MAIN EVENT CONTACT (listed on page 3)**

**Assumption of Risk:** All food vendors participating DO SO AT THEIR OWN RISK. The assumption of risk includes that associate with wind, rain, hail, lightning, floods, snow, and all other acts of God. Damage to property, illness or injury by vandals, fellow participants or sponsors are at the vendors own risk. The Emmet County Fairboard, City of Estherville, County of Emmet, sponsors, agents, and volunteers shall NOT BE LIABLE for any damages to or loss of property or injury to persons, or loss of goods. There is no guarantee of placement or product sales.

**Hold Harmless Agreement / Release of Liability:** In consideration of the Emmet County Agricultural Show and the City of Estherville permitting me to participate in this event, hereby assume all risk and liability out of my participation in this event. I also agree to hold harmless and indemnify the Emmet County Fairboard, the Emmet County Agricultural Show, the City of Estherville, County of Emmet, participating sponsors, property owners, elected officials, agents, employees, and volunteers from any, and all claims, demands and liabilities resulting or arising directly or indirectly out of my participation in the event.

**Vendor Conduct:** The professionalism of our vendors reflects on our event, please provide well trained and respectful service providers to work our event. If vendors are found to be consuming alcoholic beverages, selling illegal products or other, your business will be immediately shut down, you will be asked to leave the area, and you will be required to remove your equipment after the close of the event that day.

**Rule Violations:** Any violation of these rules will be cause for immediate dismissal by the Fair Manager or Board Member of the Emmet County Agricultural Show from the event. I have read, agreed to, and understand all rules and policy information as outlined above and specific to this event as noted below.

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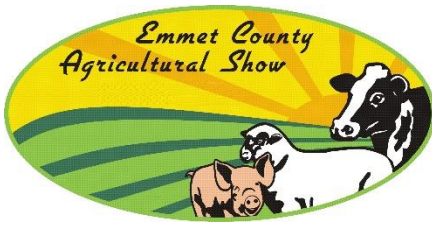
*Signature*

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*Date*

→ **Please return this completed form, signed, and dated NO later than MAY 1** ←

Mail Pages 1 & 2 to:  
Brooke Hartkopp  
3705 230<sup>th</sup> St  
Estherville, IA 51334



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## VENDOR INFORMATION

1. Event Name: EMMET COUNTY AGRICULTURAL SHOW
2. Event Location: Emmet County Fairgrounds, 1686 3<sup>rd</sup> Ave South, Estherville, Iowa 51334
3. Event Dates (\*Wednesday & Thursday are OPTIONAL):
  - \*Wednesday, July 27, 2022 Open Time: 6:00pm Close Time: 11:30pm
  - \*Thursday, July 28, 2022 Open Time: 7:30-10am Close Time: 9:00pm
  - Friday, July 29, 2022 Open Time: 7:30-10am Close Time: 10:00pm (11:30pm latest)
  - Saturday, July 30, 2022 Open Time: 7:30-10am Close Time: 10:00pm
  - Sunday, July 31, 2022 Open Time: 7:30-10am Close Time: 5:00pm
4. Vendors may contact the following people for event related questions:
  - a. Main Vendor Contact:
    - Brooke Hartkopp – 3705 230<sup>th</sup> St, Estherville, IA 51334 – [brookehartkopp11@gmail.com](mailto:brookehartkopp11@gmail.com) – (712)209-0345
  - b. Supplemental Contact:
    - Cami Paulson – 1870 Hwy 15, Armstrong, IA 50514 – [pfangus@outlook.com](mailto:pfangus@outlook.com) – (865)566-4399
5. Vendor Space placement:
  - a. Application DEADLINE is: **05/01/2022**
  - b. Please mail or email all correspondence to the main contact listed above
  - c. Food license & proof of insurance due to main contact listed above by **07/01/2022**
  - d. Vendor Set-Up completed by Friday, July 29, 2022, at 8:00am
  - e. Vendor Tear-Down is on Sunday, July 31, 2022, at 5:00pm
  - f. NO wheeled vehicles or trailers are allowed on the grass at any time
  - g. You are to sell your products within the area you are setup, no walking solicitations
  - h. Trash receptacles are available throughout the fairgrounds, please use them
  - i. Picnic Tables are for the use of the public only
6. Electricity:
  - a. Please bring at least 150 feet of the correct gauge wire and grounded extension cords
  - b. Please make sure you have checked in to obtain a colored marker for your cords, cords connected without markers will be unplugged
  - c. All electric cords that run across walking areas must be covered or taped to the ground
  - d. Use of generators is allowed, but must approved ahead of time, and be kept away from the public in an approved location
7. Water:
  - a. You must supply your own hose of approximately 200 feet
  - b. Vendors are responsible for any leaks resulting from faulty hoses, leaks must be fixed asap
8. Booth Maintenance and Responsibilities:
  - a. You must always keep your serving area clean
  - b. There may be a charge to clean your serving area if the fairground's cleaning crew must clean your space
  - c. It is your responsibility to remove all hazards from the area (ex: hoses, cords, ropes, etc...)
9. Deliveries / Vehicle Traffic / Departures:
  - a. Vendor vehicles will not be allowed in the parking area close to the event, this is for event patrons only - please see other public parking spaces available on event parking map
  - b. Arrangements must be made in advance to set-up early, or tear-down late
  - c. Early departures are not allowed except when deemed by the festival organizers
10. Wi-Fi is not currently available in the fairgrounds, please provide your own cellular service if required