**2018 Vendor Application
 Santa Cruz County Fair & Rodeo Assn.**

PLEASE MARK ALL THAT APPLY

*\*Discount will be given for attending more than one.*

**\*Sonoita Horse Races May 5 -6
~~\*Sonoita Memorial Day Rodeo May 26-27~~**80th Quarter Horse Show Aug. TBD
****SAILA Aug. 18-19
**\*Sonoita Labor Day Rodeo Sept. 1-3
\*Santa Cruz County Fair Sept. 21-23
**Christmas Corral TBD.

*\* Denotes a signature event*

COMPANY NAME \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

RESPONSIBLE PARTY\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ADDRESS\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PHONE #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Payment method- Check Cash Credit Card Enclosed Y / N

$20 Non-refundable application fee (all events)

$100. Deposit for signature events ONLY

***Please circle yes / no & Check appropriate box***

Returning vendor - Yes No

RV Reservation – Yes No How many nights @ $16\_\_\_\_\_\_\_\_\_\_\_\_\_ *Reservations for electric are first come first serve****.(Pass will be issued by fair office)***

Electrical Needs 30/20 110 volt\_\_\_\_50/220volt\_\_\_\_

**Booth size upgrade** - 10 x 15 add **$25.** 10 x 20 add **$50.**

**Total Enclosed $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please return pages 1,4, and 5 with payment and insurance certificate to;** SCCFRA PO Box 85, Sonoita AZ 85637 \*Attention Vendor Master

**Application Instructions & Vendor Guidelines:**

Please pay special attention to the instructions as some things have changed;

**VENDOR CONTRACT REGULATIONS**

1. Certificate of insurance is required even though the signature on contract agrees to release and save SCCFRA harmless from any liability due from and not limited to accidents & injuries suffered by the exhibitors, his agents, employees & or patrons visiting the premises during the occupancy of the premises by the exhibitor.
2. There will be no subleasing without written approval of the SCCFRA.
3. Merchandise to be shown and sold must be listed and attached to application for approval by SCCFRA. **Toys which require water or liquid in any form will not be permitted, nor will any cap type toys or silly string.**
4. All displays and decorations must be flameproof. Amplification and sound must be kept to a minimum.
5. Reliable security will be maintained at all times during the event. However, SCCFRA will not be responsible for any theft, pilferage or acts of vandalism.
6. **Booth set up must be completed by 9 AM each day and must remain set up until the event is over. Vehicles are not allowed in grounds after 9:00AM.**
7. All food concessions must have a Santa Cruz County Health Permit **30 DAYS IN ADVANCE**.
8. SCCFRA reserves the exclusive right to contract additional vendor(s) to provide, supply, prepare and sell to the general public consumer food and drink or products that are identical or substantially similar to those permitted to vendor under this agreement.
9. This contract is subject to the approval of the SCCFRA, we reserve the right to void this contract at any time without cause.

A photo of your operation is required. Emailed photos are acceptable. Please email all correspondence to [**vendormaster@sonoita-fairgrounds.com**](http://vendormaster@sonoita-fairgrounds.com)

No vehicles or RVs allowed to park next to exhibit or booth area. Must be parked in designated parking areas unless special arrangements have been made.

No dogs or animals in, or around, your exhibit or booth area (fair area perimeter).

**\*Proper licenses, permits, must be obtained 30 DAYS prior to opening of event per the Santa Cruz County Board of Health.**

No Exclusivity shall be granted! We do make an effort not to duplicate items; our goal is for our vendors to be successful.

**BOOTH SIZE:** For mobile kitchens or commercial displays, you must include the actual length and width of the vehicle, as well as any exterior awnings, portable equipment, etc. For all booths, vendors must indicate a size that will accommodate all of their product, displays, tables, chairs, etc. Exhibitors are limited to only the space leased for any advertising, brochures, and/or handout material. There will be no soliciting by exhibitors, organizations or any other persons allowed on the fairgrounds property outside of their leased space.

**Certain products and merchandise deemed inappropriate in a family setting are prohibited for sale at the fair.**

**LIABILITY INSURANCE: Liability Insurance in the amount of $1,000,000.00 is required from all food and commercial vendors. Santa Cruz County Fair & Rodeo Association should be listed as the Named Insured.

\*Food Vendors will be required to adhere to Santa Cruz County Food Licensing requirements. Contact the Santa Cruz County Environmental Health Department at 520-375-7900 for County regulations. Food vendors will be expected to keep the areas surrounding their booths clean of all garbage. Sale of alcohol is prohibited.**

All servicing of your exhibit or booth area will be done before 9:00 a.m.; all service vehicles must be removed by then.
Food, beverage, or gift samples may not be given away without permission from the fairgrounds and a permit from the Heath Dept..
All exhibits must have a finished, professional look. No bare tables or uncovered boxes. Vendors are required to have covering for all wires, hoses, etc.
Vendors must furnish all extension cords, hoses, tables, chairs and any other special needs.
Spaces are assigned with the consideration of the vendor in mind, as well as the availability to power, water, etc. We reserve the right to place vendors at our discretion.
The fairgrounds will provide tables and seating areas throughout the fairgrounds for customers.

**Setup:** May begin the day before the event beginning at 8:00 am until 4:00 p.m

Hours for setup and breakdown will be strictly enforced. Daily hours during event are 8 -9 AM (all vehicles must be out of common areas by 9AM on event days.

**Breakdown:** May begin after the close of each event. Horse Races roughly end at 5PM, Labor Day Rodeos after 7:00 PM, and County Fair after 8:00 PM

**NO EARLY DEPARTURES!**

**$20.00 Non-Refundable Annual Application Fee** (Due with initial application)

**\*Signature Event Fee Schedule:**
Sonoita Horse Races, Labor Day Rodeo, Santa Cruz County Fair

**$100 Refundable Deposit**, applicable to ALL vendors (with the exception of non-profit)
Deposits may be refunded or carried over to the next event, providing rules and regulations have been met at the discretion of SCCFRA staff.
Applications will not be considered until deposit and application fees have been remitted.

All Fees are based on $25/ linear frontage foot and 10 ft depth, including Electric. ANY use of space outside of designated area, including signs, decor/display, merchandise, awnings, etc, vendor will be asked to either move items within designated space, be charged for additional space use, or both.

\*Business Membership to SCCFRA allows discount of 15% off of booth fee.

**Commercial Merchandise and Food Vendors:**
$250/ 10x10          $375/ 10x15          $500/10x20

**Non-Profit Informational:**  $85/ 10’x10’ vendor booth fee.
\*No Deposit required, vendor booth fee due at time of application.

**Non-Signature Event Fee Schedule:**
SAILA, Sonoita Quarter Horse Show, Special Events, and Christmas Corral:

$25. Non-Profit Organization 10'x10'
$45.Merchandise 10'x'10
$75 Food 10'x10'
*No $100 deposit fee required for these events.*

**$16** per night for dry camping.
Reservations accepted on a first come, first serve basis for Electrical Hook Up.
**ALL** RV, stock trailers, animal trailers, flat bed, other, and overnight parking require a pass issued by the Fair office.

**LIABILITY INSURANCE: Liability Insurance in the amount of $1,000,000.00 is required for all booth spaces. Santa Cruz County Fair & Rodeo Association shall be listed as a secondary Insured.**

Food Vendor is categorized by the sale of ANY food or drink item, and must adhere to SCCFRA requirements for permits and certification.
Contact the Santa Cruz County Environmental Health Department at
520-375-7900 for County regulations (see buttons below for permit application). Food vendors will be expected to keep the areas surrounding their booths clean of all garbage, and disposed of properly.

**\*Proper licenses, permits, must be obtained a minimum of 30 DAYS prior to opening of event per the Santa Cruz County Board of Health.**

**Vendor Beverages Sales are limited to Iced Tea & Lemonade ONLY**
**Water, Soda, Beer and Alchohol will be sold by SCCFRA** **ONLY.**
**Coffee is reserved for the SCCFRA Kitchen and coffee vendor.**
**Specialty beverages must be listed on your application, pending approval**

**CERTIFICATE OF INSURANCE MUST ACCOMPANY THE SIGNED CONTRACT WITH SANTA CRUZ COUNTY FAIR & RODEO ASSN. LISTED AS ADDITIONAL INSURED. A LIMIT OF 1 MILLION DOLLARS LIABILITY.**

**WAIVER OF LIABILITY**

The lessee agrees to indemnify and save harmless Santa Cruz County Fair & Rodeo Association (SCCFRA), it’s officers, directors, agents and employees from any and all claims, causes of action or suits occurring or resulting from any damage, injury or loss to any person or persons including and not limited to loss of by lessee occupation of the premises. I agree as lessee that I carry liability insurance for bodily injury and property damage against risk of all kinds and descriptions and indemnify SCCFRA from and against all claims and demands, costs, charges and expenses which it may incur, suffer or be put to in connection with the use of said premises and facilities.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, agree to abide by all of the above regulations of the Santa Cruz County Fair & Rodeo Assn. This contract has been accepted by SCCFRA by:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
**Vendor Signature Authorized Agent for SCCFRA**

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Date Date