



# 2018 Greater Gulf State Fair Concessionaire Guidelines

**Thank you for applying to be a concessionaire at the 2018 Greater Gulf State Fair.** We have accepted your application and would like to invite you to join us. We look forward to working with you. This package includes an overview of the guidelines based on common questions. The contract is listed as “Event Policies” on the link you were sent and can be approved digitally.



We are looking forward to a great fair and are excited you have shown interest in joining us. Our board and staff are continuing to work very hard on this fair. We are seeing lots of community engagement already and we are still months away from #GGSF2018!

Please review the attached guidelines and let us know if you have any questions. As you have seen from our application and website, we are changing things a bit so it is important to read the guidelines and contracts thoroughly.

As I mentioned, please feel free to reach out to us with any questions. We are extremely excited about the 2018 edition of the Greater Gulf State Fair! We will be sending a complete concessionaire package out by August 1<sup>st</sup>.

All questions and concerns prior to, during, and after GGSF should be directed to the concessionaire director or the Executive Director. The Executive Director is the final decision maker for all concessionaire matters.

I look forward to working with you and cannot wait to open the doors on October 26<sup>th</sup> to the greatest fair we have ever had!

Safe travels and see you soon,

A handwritten signature in blue ink, appearing to read "T. Joshua Woods". The signature is stylized and cursive.

T. Joshua Woods  
Executive Director  
The Grounds / Greater Gulf State Fair

## 2018 Concessionaire Guidelines

The Commercial Policies outlines the space to be leased as well as the terms of the lease. The Guidelines are listed below in a more concise manner:

1. Deposit and Date of Final Payment: A deposit of half of the total amount due is required at time of the execution of the Contract. All concessionaires must be paid in full by September 14, 2018. If full payment is not received, GGSF reserves the right to cancel the contract and vendor forfeits any money paid to date. Concessionaires are prohibited from discussing fees and agreements with other vendors. ALL FEES, RENTALS, AND AGREEMENTS ARE TO BE KEPT CONFIDENTIAL. Violation of this will result in immediate dismissal from the fair and will not be invited back to GGSF.
2. Insurance: Concessionaire shall provide proof of liability insurance with at least a one million (\$1,000,000) limit upon submission of contract. The policy must name Greater Gulf State Fair Inc and Mobile Jaycees Inc. Insurance can be purchased for \$150.00 through GGSF by contacting fair office.
3. Licenses/Permits: It is the responsibility of the concessionaire to obtain any required licenses and permits to operate at GGSF. If concessionaire is unable to open at 4:00pm on opening day due to not obtaining the correct license or permit, a fee of \$50 per hour not operating may be assessed by GGSF.
4. Beverage Exclusivity: GGSF is a Coca Cola event. Any soda beverage sold or served on premise must be Coca Cola and must be purchased through GGSF. GGSF has worked with Coca Cola and will be offering the company's national pricing on bottled and syrup product. GGSF will provide a price sheet to concessionaire by October 1, 2018. If Lessee sells or serves any beverage other than Coca Cola purchased from GGSF, this will result in a penalty fee and concessionaire will not be welcomed back to future GGSF. This will be strictly enforced at the 2018 GGSF and monitored by GGSF.
5. Ice Exclusivity: Any ice purchased to be sold, served, or used on premise must be purchased from GGSF or its designate vendor. GGSF will provide contact information for to concessionaire by October 1, 2018. If Lessee sells, serves, or uses any ice other than designated vendor, this could result in a penalty fee and concessionaire will not be welcomed back to future GGSF. Ice exclusivity is waived if vendor has an ice machine and produces its own ice.
6. Set Up: No concessionaire shall be allowed to set up before 10:00AM on the Monday (October 22, 2018) prior to the opening day of the fair. ALL concessionaires must sign up for a designated check in time. A sign-up sheet will be sent to concessionaires by October 1, 2018. Concessionaires will not be allowed to set up or check in prior to their reserved check in time.
7. Concessionaire Parking and Credentials: Each concessioner will receive ONE (1) parking pass at time of check in. ONE (1) additional parking permit can be purchased for \$25.00. Stock trucks are not included in the maximum number and are permitted separately at \$100.00 per stock truck. All vendors will be given four (4) vendor lanyards. You may purchase more vendors lanyards for \$75 per lanyard. GGSF is not responsible for lost or stolen lanyards.
8. Move Out: Concessionaires may NOT tear down or remove any portion of the leased area before the official fair closing time on the last Sunday of the fair. Vehicles are not allowed on the midway until the "all-clear" is declared by the GGSF Executive Director. If any concessionaire operates a vehicle on the midway prior to the "all-clear" being declared, the concessionaire WILL NOT BE INVITED TO ANY FUTURE GGSF.
9. Vehicles and Deliveries: Only properly permitted vehicles will be allowed inside the GGSF perimeter, including delivery vehicles. No motorized vehicle will be allowed onto the midway area later than one hour prior to opening on any operational day of the fair. In addition, all motorized vehicles must be removed to parking areas at least one hour prior to opening. Any vehicle in violation of this provision will be towed away and stored at expense of the concessionaire. No vehicle will be allowed back onto midway until one hour after closing. VIOLATION OF THE VEHICLE POLICY WILL RESULT IN IMMEDIATE DISMISSAL FROM GGSF 2018 AND CONCESSIONAIRE WILL NOT BE INVITED TO ANY FUTURE GGSF.
10. Assigned Placement: Concessionaire placement is at the sole discretion of the Executive Director.