



2019 Concessions Info Pack & Application

Contents:

Page 2 Requirements for 2019 Concession Rental
Pages 3 & 4 2019 Vendor Application & Information Sheet
Page 5 2019 Tent Rental Pricing
Page 6 2019 Vendor Camping Registration Form

**please note: there are different forms for livestock & vendor camping.
please use the correct form (enclosed)**

**Please return the application with any necessary forms
Do not send blank or non-applicable forms
Do not send money: you will be contacted if your application has been approved**



Requirements for 2019 Concession Rental August 22, 2019–August 25, 2019

A. Outdoor Commercial Rate:

1. \$25 per foot, 10 foot increments = \$250.00
 2. One (1) 15amp/120 volt receptacle included
 3. Corner premium of \$100.00 applies
 4. Tent rental is additional (see attached tent price sheet)
 5. Additional Electric is: Each additional 15 amp/120 volt is \$50. Direct wire charge is \$60.00. 110/220 volt service is \$50 plus \$4 per amp draw.
 6. Camping Fee: \$50.00, Water provided, No power (see camping form).
 7. Please provide a \$1 million secondary insurance liability policy naming W.C.A.S. for above dates. To be put on fair insurance policy is \$150.00
- Example: 10 foot space = \$250.00 Rent + \$50.00 camping fee = \$300.00 plus any tent rental fee or additional electrical.

B. Food Vendors:

1. \$700.00 minimum for a 20 foot space or less
2. Over 20 foot is \$35.00 per frontage foot (minimum 5ft increments)
3. Tent rental is additional (see attached tent price sheet)
4. One (1) 15 amp/120 volt receptacle included
5. Additional Electric is: Each additional 15 amp/120 volt is \$50. Direct wire charge is \$60.00. 110/220 volt service is \$50 plus \$4 per amp draw.
6. Camping Fee: \$50.00, Water provided, No power (see camping form).
7. Please provide a \$1 million secondary insurance liability policy naming W.C.A.S. for above dates. To be put on fair insurance policy is \$150.00

C. Indoor Vendors:

1. \$35.00 per foot (10 foot increments only - Maximum 20 feet).
2. One (1) 15 amp/120 volt receptacle included
3. Additional Electric is: Each additional 15 amp/120 volt is \$50. Electrical is limited inside.
4. Camping Fee: \$50.00, Water provided, No power (see camping form).
5. Please provide a \$1 million secondary insurance liability policy naming W.C.A.S. for above dates. To be put on fair insurance policy is \$150.00

If you have any questions or concerns, please call the concessions office at (860) 774-2097 and leave a message. You can also email me at concessions@brooklynfair.org

Sincerely,
Janet Exley
Concessions Manager



VENDOR APPLICATION & INFORMATION SHEET 2019 Brooklyn Fair

At the Fairgrounds, Brooklyn, CT - August 22, 23, 24 & 25, 2019 - Concessions Manager: Janet Exley
(860) 774-2097 - concessions@brooklynfair.org - PO Box 410, Brooklyn, CT 06234

Thursday August 23rd 3pm-11pm • Friday August 24th 9am-11pm • Saturday August 25th 9am-11pm • Sunday August 26th 9am-8pm

Business Name: _____

Owner's Name: _____

Address: _____

Town: _____

State & Zip: _____

Phone: () _____ Cell Phone: () _____

Sales Tax ID #: _____

Product(s) or Service: _____

(additional items may not be sold without Superintendent of Concessions approval)

Please circle or complete the answer to any applicable question:

| | | | | |
|---|---------|---------------|----------|--------------|
| What type of set up do you have? | Tent | Trailer | Table | |
| How do you prefer to park your trailer? | Back in | | Parallel | Pull Through |
| Do you require a water hookup? | Yes | No | | |
| How do you connect your electricity? | Plug | Direct wiring | | |

(\$60 fee will be charged)

Electrical Needs: (One 100-volt/15 amp standard hookup included, additional 15/110 = \$50)
Electrical Fees for additional outlets: 110-volt = \$50 + \$4.00/amp; 220-volt = \$50 + \$4.00/amp

Additional Outlets Needed: _____ Volts _____ Amps _____

Rental Rates:

Outside Space - \$25 per front foot (ten-foot minimum; five foot increments)
Inside Space - \$35 per front foot (ten-foot minimum; five foot increments)
Food Vendors - outside only - \$700 minimum for 20 feet or less; \$35 per front foot 5 foot increments

Frontage Feet Required: _____ Inside or Outside?: _____ Food Vendor (Y or N)

ALL PRICES ARE SUBJECT TO CHANGE



Insurance: Please provide an insurance binder in excess of one million dollars in liability with W.C.A.S. on the policy. You have the option of being added to the Fair insurance policy by paying a \$150.00 fee.

Diagram of rental space: (Please attach photos of your set-up)

All outside concessions must be under a tent. Brooklyn Fair can provide tents for an additional fee if prior arrangements are made. (Note: Approximately 20'x20' outside space, 10'x10' inside space, an additional fee may be charged for more depth and frontage)



Front

Please make sure that you have requested enough frontage for your hitch, or stakes and ropes, and all your equipment, if applicable.

Estimated costs: Rental Space = Frontage by depth Feet Needed: x /ft= \$
Electrical service surcharge (if applicable)=\$
If requesting to be added to Fair Insurance add \$150.00\$
Tent rental (if applicable)=\$
TOTAL=\$

Please return this application to: W.C.A.S. Concession Superintendent
Attn: Janet Exley
P.O. Box 410
Brooklyn, CT 06234

Questions?: Call (860) 774-2097 or email: concessions@brooklynfair.org
If your application is approved, a concessions rental contract will be prepared and mailed.



2019 Tent Rental Pricing

All tents must be ordered before August 1st 2019.

Check which tent you are interested in and add the price to the contract/application in the space provided.

| | | |
|-------|-------------------------------------|----------|
| _____ | 15'X15' White frame tent | \$300.00 |
| _____ | 20'X20' White frame tent | \$400.00 |
| _____ | 10'X20' White frame tent | \$300.00 |
| _____ | 20'X40' White party tent | \$600.00 |
| _____ | 30'X50' White party tent | \$830.00 |
| _____ | 20'X30' White expandable frame tent | \$630.00 |

NOTE: 10 X 10 – NO LONGER AVAILABLE

If you don't see the size you need, please call the concessions office at (860) 774-2097 and leave a message for additional sizes and prices. You can also email me at concessions@brooklynfair.org



2019 VENDOR CAMPING REGISTRATION FORM

This form must be postmarked no later than August 1st, 2019

Name of Concession: _____

Vendor Name: _____

Mailing Address: _____

Phone: _____ Cell Phone: _____ Email: _____

Type of Camper: ___ Motor Home ___ 5th Wheel ___ Tag-a-long ___ Pop-Up

Length: _____ Camper Plate: _____

NOTE: Vehicles will NOT be allowed to park with camper in designated area.

Please enclose your \$50.00 camping fee which will provide a camping spot during the Brooklyn Fair. **Space is limited and applications are accepted on a first come first serve basis and will NOT BE ACCEPTED AFTER AUGUST 1st.** The fair will provide water **but no power** for your camper. Generators are allowed but must be shut down between 1:00am and 6:00am. Camping is allowed in designated camping areas only. **Campers must arrive the week of the fair between 12:00 noon on Monday and 9:00 pm on Wednesday and cannot be removed until Sunday at 6:00 pm**

MAIL TO: JANET EXLEY, PO BOX 410, BROOKLYN, CT 06234

Signature: _____

Date entry was sent: _____

Comments:

FOR FAIR OFFICE USE ONLY:

Vendor's Name _____ Date Received _____

Camper ID Number: _____

Authorized Fair Official's Signature _____