

FOOD VENDOR APPLICATION

Fairfax County 4-H Fair & Carnival

Frying Pan Farm Park ❖ 2709 West Ox Road ❖ Herndon, VA 20171

703-437-9101

www.fairfaxcounty.gov/parks/fryingpanpark

ENTRY REQUIREMENTS

A completed application and menu with prices must be submitted by **July 19th, 2017**.

MENU & PRICES

Please attach the menu you plan to use at the fair with the prices for each item. Your menu will be reviewed for appropriateness and overlap. You must serve the menu that is agreed upon, no additions will be allowed.

ACCEPTANCE NOTIFICATION

Notification of acceptance as a vendor at the 4-H Fair and Farm Show will be sent by **July 24th, 2017**.

NEW! VENDING DAY/TIME OPTIONS:

Big Truck Night: Friday August 4th 5pm-8pm

4-H Fair/Carnival: Saturday August 5th 9:30am-5pm

4-H Fair/Carnival: Sunday August 6th 10am-5pm

15% of sales will be collected by a staff member at the end of each day.

Food vendors require a temporary food service permit issued by the Fairfax County Health Department.

The Fairfax County Code of Ethics and Standards of Conduct applies to all vendors & staff at the 4-H Fair. Both documents will be provided upon acceptance.

EQUIPMENT

- Vendors must supply your own tent (if used), tables, chairs and any other equipment.
- Tents must be secured with weights or stakes.
- Electricity is **NOT** available.

SPACE REQUIREMENTS

If needed, vendors may exhibit merchandise two feet in front of and/or behind their space. **Please be considerate of your neighbors and do not block the view of their merchandise or intercept conversation between other vendors and their customers.**

The gate closest to the vendors will be CLOSED to incoming traffic after set up Saturday morning. If you drive out of the park, you will have to come back in via the admission gate at the far back of the park. There is usually a long line of cars to get into the park, so be prepared to remain in the park during business hours.

IMPORTANT DATES

July 19, 2017

Deadline to submit application, menu & prices

July 24, 2017

Notification of acceptance

August 4, 2017

Friday & Saturday Vendors may set up/drop off equipment 10am-4pm. Please note - we cannot be responsible for any merchandise overnight.

Fairfax County 4-H Fair & Carnival
August 4th-6th, 2017
Frying Pan Farm Park ❖ 2709 West Ox Road ❖ Herndon, VA 20171

Food Vendor APPLICATION

Business Name: _____

Primary Contact Name: _____

Address: _____

City/State/Zip Code: _____

Phone (primary and alternate): _____

E-mail address: _____

Requested number of spaces (*each space is 10x10*) **1** or **2+**

Generator: I will use a generator____ I will NOT use a generator____

Propane: I will use propane____ I will NOT use propane____

References (Name and contact information)

1. _____

2. _____

Please list any special requests regarding space assignments or location. Every attempt will be made to meet your requests, if possible

PLEASE SELECT YOUR DESIRED VENDING DAY/TIME OPTIONS BELOW:

- Big Truck Night (*Add-On for Saturday Vendors only*)
- BOTH Saturday & Sunday (*Priority will be given to two day vendors*)
- Saturday ONLY
- Sunday ONLY

Mail completed form to:

Frying Pan Farm Park 2709 West Ox Road. Herndon, VA 20171
Attention: 4-H Fair Vendors

Or

Email to: Rebecca.shearer2@fairfaxcounty.gov