

2022 GUADALUPE COUNTY FAIR FOOD TRUCK  
CONCESSIONS CONTRACT email [office@gcfair.org](mailto:office@gcfair.org)  
P.O. Box 334, Seguin, Tx 78156 Lady 830-549-7067

Vendor/Lessee \_\_\_\_\_

Main Contact: \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone number \_\_\_\_\_

Email address \_\_\_\_\_

Booth # \_\_\_\_\_ OR SIZE \_\_\_\_\_

Insurance needed \_\_\_\_\_ Charge \$ 100.00

City of Seguin Food Permit Charge \$25.00

Food Vendor Deposit \$150.00

Booth rental/Food truck charge \$350. \$400, \$500

Agreement to the terms listed on the rules sheet.

Date \_\_\_\_\_ Vendor signature \_\_\_\_\_

Date \_\_\_\_\_ GC Fair Signature \_\_\_\_\_

Menu Items to be served \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## GUADALUPE COUNTY AGRICULTURE FAIR & RODEO FOOD VENDORS

### Festival Information

Location: Seguin Event Center Complex, 950 S. Austin St., Seguin, TX 78155

Vendors Must use the Nelda St. Entrance for entry to the grounds.

### Festival Hours & Days

Optional Days Daily Rate \$200 plus Insurance and City of Seguin Permits

Saturday, October 1, 2022 4 pm to 10 pm

Wednesday, October 5, 2022 5 pm to 10 pm

### NORMAL FESTIVAL HOURS & DAYS

Thursday, October 6, 2022 6 pm to 11:30 pm

Friday, October 7, 2022 10 am to Midnight (early morning optional)

Saturday, October 8, 2022 10 am to 1 am

Sunday, October 9, 2022 10 am to 6 pm

### BOOTH INFORMATION

Booths/concession spaces & fees for returning Vendor Rates on Application.

Normal Fair Days \$350 for (4 days) plus 18% of total sales. Plus \$100 insurance

W-9 form filled out. DEPOSIT \$150

Payment may be made in cash or credit card or money order. Non Refundable

ALL PAYMENTS MADE PAYABLE TO THE GUADALUPE COUNTY AGRICULTURE FAIR

P.O.BOX 334, SEGUIN, TX 78156

ALL BOOTHS WILL PROVIDE A \$150 DEPOSIT TO BE PAID IN FULL BEFORE MOVING INTO SPACE AND WILL RECEIVE THE DEPOSIT BACK AFTER THE FAIR IS OVER AND ALL BUILDINGS, COUNTERS, SINKS AND ANY OTHER FIXTURES ARE CLEAN AND BACK TO THE WAY YOU RECEIVED. ALL BOOTHS SHOULD ASSIST WITH KEEPING THE AREAS CLEAN AROUND YOUR SPACE DURING EVENT. Make sure there is no grease spills or damage to parking lot around

Your booth. Lessee should abide by all City of Seguin requirements for Health Department Food Permits. Permit Fee is \$25.00 Vendor is Responsible for Acquiring their own food permit.

BUILDING SPACE A B C D E F G (SOME STILL AVAILABLE)

BOOTH SPACES PORTABLE TENTS, FOOD TRUCKS, TRAILERS

Must meet all guideline provided by the City of Seguin for operating.

Food Trucks & Booths 10' wide by 15' deep \$350

20' wide by 15' deep \$400 30' wide by 15' deep \$500

If for any reason your truck is a different size, please confirm okay.

Make sure all doors, hitches, awnings fit in the space requested.

Signage: All booths must have a computer generated, stenciled, professional Printed signs or very neatly printed with Booth Name.

Photos of items would be best.

Please have a printed menu with prices in Ticket Value at your booth.

All payment is in FOOD TICKETS with a \$1.00 Value. Which means no Exchange of Cash or Credit cards should be exchanged at your booth.

Violation of this will result canceling of our agreement without a refund of Any fees paid. All tickets collected should be held until end of Fair and labeled each day. Tickets will be weighed by appointment at 859 Nelda St. in front of GC Fair representatives and Vendor. Payment is based on dry weight of tickets. Hand Sanitizer is mandatory at all booths.

#### CHECK IN/LOAD IN

Tuesday after 2:00 pm until 10:00 pm Or Wednesday 9 am to 10:pm

COMPLETE LIST OF ITEMS WISHING TO SERVE. Be creative we would like

To have a variety of food selections. So, it would be best if everyone has different stuff. Please note that past vendors have 1<sup>st</sup> choice for their selections.

Please be fair and not choose more than you can provide. Items not on your menu list will not be allowed unless approved by GC Fair representative.

Breakfast Items, Tacos Specific, Tamales, Food on Sticks, Sausage on stick etc.

No more than one other booth can duplicate. Hamburgers creative,

No Can Sodas are allowed to be sold. Waters and Sodas Available

From the Fair Association. Smoothies, Tea, Coffee, Lemon aid or other drinks like this are okay to sell. No Glass items allowed on the grounds.

#### PARKING AND PASSES FOR VENDORS

Each vendor will get one Vehicle Parking Decal to park behind the gates.

The decal must be properly affixed to the windshield of the vehicle.

Each vendor will get two Hang Tags for Runners to drop off supplies. These

Are only to drop off and not to park. Once delivery is made these vehicles will need to be parked in the parking lot or leave. Vehicles parked without decals

Will be subjected to towed at owner's expense. Each booth will receive 12

Passes/parking pass these are to be used for your workers. We have limited Parking so if workers can carpool it would be best. Parking is \$5.00 without your pass. No exceptions.

Please restock your booths early each day before grounds have been opened to public. In the past we have had a lot of car traffic to the booths it has become a Problem.

#### SOLITATION

All sales must be done from your booth not outside the space.

#### SECURITY

The Fair will provide onsite security during the festival dates. Fair will not Provide security after Sunday night.

#### CLEAN UP RESPONSIBILITIES

Clean up is sole responsibility of their own booth or it contents. Each vendor must remove and dispose of their trash to the DUMPSTERS

All vendors need to assist in keeping tables clean for new guests.

All booths must be cleaned, moped, and everything back to the way it was.

By Monday, October 10, 2022 at noon. And Keys turned in order to get back

Deposit when Final Payment is settled.

**Name of Owner:**

**Address of Responsible Owner:**

**Email Address (Required):**

**Contact Phone #:**

**Event Information:**

**Name of Single Event or Celebration:**

**Date and Time of Single Event or Celebration:**

**Start Date (MM/DD/YR):**

**End Date (MM/DD/YR):**

**Start Time:**

**End Time:**

**Location of Single Event Celebration:**

(Street)

(City)

(State)

(Zip)

(Lot/Space #)

**Food booth will be:** \_\_\_\_\_ **Indoor** or \_\_\_\_\_ **Outdoor**

**Coordinator responsible for the Single Event or Celebration:**

**Name:**

**Contact Phone #:**

**Email Address (Required):**

**Address:**

**Menu Information:**

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It's real.

\*Please submit your application at least 14 calendar-days prior to the event\*

Environmental Health • 108 E. Mountain Street • Seguin, TX 78155  
 Janna Phanthaphonsy • (830) 386-2214 • [jphanthaphonsy@seguintexas.gov](mailto:jphanthaphonsy@seguintexas.gov)  
 Terrance Root • (830) 401-2432 • [www.seguintexas.gov](http://www.seguintexas.gov)

## Temporary Food Establishment Self-Inspection Checklist

### PRE-OPENING REQUIREMENTS:

Mark ✓ all applicable items **BEFORE** any food preparation begins.

Valid Temporary Event Permit and completed Self-Inspection checklist posted in booth.

At least one Certified Food Handler (or Manager) present throughout the event.

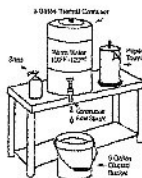
Booth with suitable water repellent roof, sides (*minimum of mesh sides*), and flooring of concrete, asphalt, tight-fitting wood, or a tarp.

Approved source of enough potable (drinkable) water for food prep, hand washing, cleaning, and sanitizing of equipment.

Accessible hand wash station is set up and ready to use inside the booth.

- Approved water source from a container with a spigot that can lock in the open position,
- hand soap,
- paper towels, and

- discard bucket.



Utensil handwash station is set up and ready-to use inside the booth.

- 3 containers large enough to hold the largest piece of equipment or utensil.



Adequate equipment provided to hold ALL:

- Cold food cold, at or below 41F
- Hot food hot, at or above 135F

Foods/Ingredients from an approved source.

- **NO FOODS/INGREDIENTS (including slicing, chopping) DONE IN A PRIVATE HOME.**



## PLANNING & CODES

It's real.

- Be prepared to provide receipts/invoices.

### FOOD BOOTH STRUCTURE & OPERATIONS

Booth large enough to accommodate all food and equipment.

- No food prep allowed outside booth.
- BBQ pits and deep fryers may be placed outside booth, but all cooked foods must be taken back inside food booth.

All foods stored inside the structure.

All condiments (mustard, ketchup, etc.) must be available in single service packets or dispensed from sanitary automatic dispensers.

All food contact surfaces must be kept clean and in good repair.

Only single-service items are to be provided for customer use.

All foods, containers, utensils, etc., must be stored a minimum of 6" above the ground.

Properly dispose of wastewater and trash.

Live animals are not allowed in cooking area.

Children that are under the age of 14 are not permitted to work or be in the booth.

Ice for food and ice for consumers must be separate.

Open, unprotected displays of food or beverages are not permitted at outdoor events.

Adequate restroom facilities must be accessible for personnel.

Booth shall be cleaned daily.

### FOOD HANDLING

Wash hands before handling food and between tasks.

Must have calibrated probe-type thermometer provided to monitor cooking and holding temperatures.

Frozen foods thawed in cooler or cold running water.

Potentially hazardous foods not left out at ambient temperatures for more than 4 hours.

### EMPLOYEE HABITS

Employees have no open sores or not affected with communicable disease.

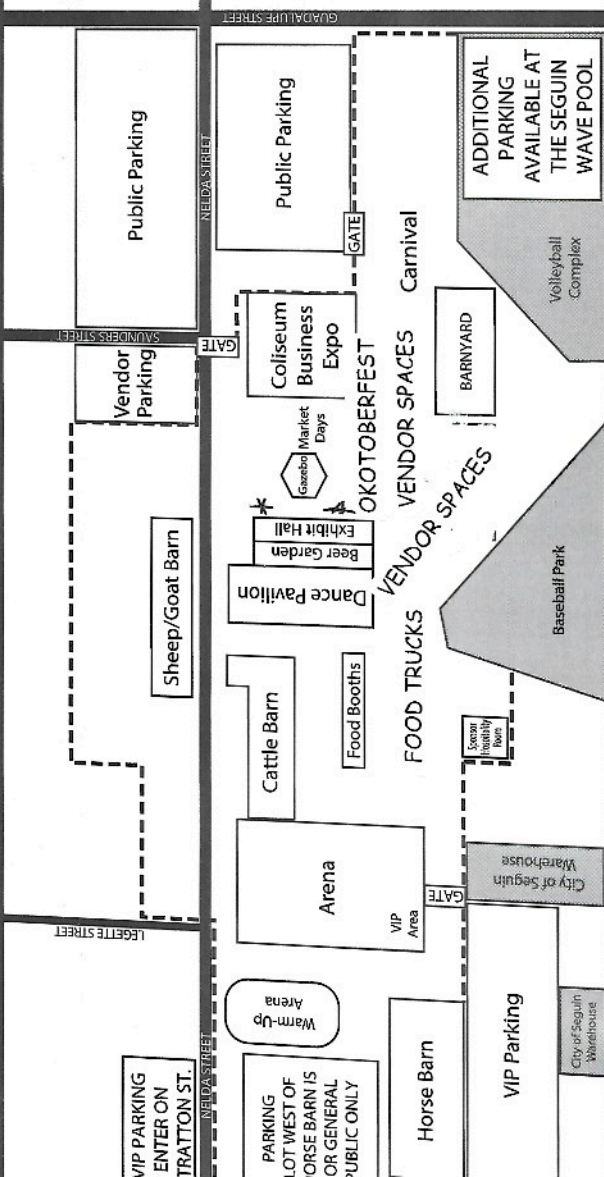
Food handlers are wearing clean clothing and hair/beard restraints.

- No ornate hand jewelry.

Food handlers with false nails or polish should wear gloves.

No eating, drinking or tobacco use inside the booth or BBQ/deep fryer area.





VIP PARKING  
ENTER ON  
TRATTON ST.

PARKING  
LOT WEST OF  
HORSE BARN IS  
FOR GENERAL  
PUBLIC ONLY

ADDITIONAL  
PARKING  
AVAILABLE AT  
THE SEGUN  
WAVE POOL

Volleyball  
Complex

Baseball Park

Senior  
Inquiry  
Hours

City of Seguin  
Warehouse

City of Seguin  
Warehouse

GUADALUPE STREET

NELDA STREET

SAUNDERS STREET

LEGETTE STREET

Public Parking

Vendor  
Parking

Sheep/Goat Barn

Cattle Barn

Arena

Horse Barn

Coliseum  
Business  
Expo

Dance Pavilion  
Beer Garden  
Exhibit Hall

Food Booths

FOOD TRUCKS

VENDOR SPACES

BARNYARD

VENDOR SPACES

Carnival

OKOTOBERFEST

GATE

GATE

GATE