



**The Great American
BBQ & Beer Festival
Saturday, March 24, 2012**

THE GREAT AMERICAN BBQ & BEER FESTIVAL has been titled East Valley's Premier BBQ event. Featured as an ultimate BBQ experience, craft beer sippin', music listenin', cigar smokin', kid playin' and barbeque eatin' fun! The entire family will enjoy a day filled with live entertainment from local & national acts, all ages kid's zone, farmers market, custom Harley Davidson bike show, eating competitions and activities with all the trimmings of a traditional backyard BBQ atmosphere ... this festival is sure to be a finger licking good time.

LOCATION AJ Chandler Park
3 S. San Marcos Place Chandler AZ,
85225

ATTENDANCE 20,000 +

AGES All ages

TICKETS \$10 entry fee (kids 12 and under free)

SCHEDULE

6am HDE Agency onsite
7am Vendor/Sponsorship set up
Check in is located at South entrance off Boston & Arizona Ave. Must check in and confirm booth space location. **All booth assignments are FINAL** unless given authorization by HDE.
Once your vehicle is unloaded, PLEASE drive to suggested parking area. (see map)
All Vehicles must be out of Event Area

10:00 am All vendors/sponsors set up for inspections
10:30 am Event opens
Noon Event ends/tear down
8 pm At the end of the event, please remember the following: **Pack-it-in: Pack-it-out.** You are responsible for clean up of your booth space. You may be fined up to \$50 if trash is not put into receptacles and your space is left dirty.

Parking

Parking for vendors/sponsors is open, but recommended in lots located on NW corner of San Marcos Place and Buffalo. (see map)



HDE Agency
22 E. Victory Street
Phoenix, AZ 85040

CONTACT INFORMATION

Landon Evans
Event Director
480.234.4232
landon@hdeagency.com

**TERMS AND CONDITIONS FOR ALL
EXHIBITORS AND VENDORS**

ELECTRICITY 2 outlets included. (max 20 amps) This fee will be included with your payment and application. Special electrical needs **MUST** be arranged and additional fees may apply.

VENDOR/EXHIBITOR SPACE HDE Agency reserves the right to limit food/merchandise/informational/nonprofit categories for each event. HDE Agency reserves the right to relocate booths at any time for the benefit of the event.

USE OF BOOTH SPACE No vendor shall sub lease or share the assigned space. All demonstrations, sales, and/or promotional activities shall be confined to the assigned booth space only.

INSURANCE All participants must provide a Certificate of Insurance with liability limits of 1.0 million naming HDE Agency as additionally insured. **Proof of insurance must be provided to HDE 2 weeks prior to event.**

CANCELLATION OF BOOTH SPACE Fees are NOT refundable under any circumstance.

ILLEGAL OR VIOLENT ACTIVITIES Immediate closure of booth, expulsion from the event and possible legal action. There will be **NO REFUNDS** given. ALL vendors/sponsors will not participate in any illegal activity to include but not limited to public nudity, sale or use of drugs and or narcotics.

DECORATE YOUR BOOTH AREA! This event is unique and innovative and we want all our vendors and sponsors to reflect this as well!

IMPORTANT DATES TO REMEMBER

City of Chandler Business Tax License:		February 28, 2012
Health Department Temporary Permit:	Food Vendors Only	February 28, 2012
Food & Beverage (Open Flame) Permit :	Food Vendors Only	February 28, 2012
Certificate of Insurance naming HDE Agency as additional insured:		February 28, 2012

CHANDLER TAX LICENSE All vendors selling food or merchandise MUST HAVE a valid City of Chandler business license.

All exhibitors and vendors physically located in Chandler or with annual taxable activity in Chandler of \$5,000 or more MUST HAVE a valid City of Chandler tax license.

If you currently do not have a Chandler tax license contact the Tax and License customer service at 480.782.2280 or email taxspecialevent@chandleraz.gov.

Vendors must have a copy of the single day or annual Chandler tax license onsite. Non-Chandler businesses will be required to have a single day tax license for \$25 if annual taxable activity in Chandler is over \$5,000. Chandler businesses without a tax license will be required to purchase an annual tax license for \$65.

MUST SUBMIT YOUR CHANDLER TAX LICENSE TO THE HDE OFFICE BY FEBRUARY 28, 2012

HEALTH DEPARTMENT PERMIT

In order to sell or give away any food or beverage product at an event, you are required to apply for a Temporary Food Service Establishment Permit and pay an associated permit fee. Permits must be obtained prior to the start of the event. **Inspectors cannot issue permits or collect permit fees on site at events.** Those individuals who currently possess a valid Maricopa County Mobile Food, Pushcart, Food Peddler or Catering permit are not required to pay the permit fee. However, a completed application form with a copy of the permit is requested.

PLEASE SEE ATTACHED FOR FORMS. MUST SUBMIT A COPY OF YOUR MARICOPA COUNTY HEALTH PERMIT TO THE HDE OFFICE BY FEBRUARY 28, 2012 OTHERWISE LATE FEES WILL BE CHARGED.

Maricopa County Environmental Services Department
Environmental Health Division _ Special Events Program
Please visit: <http://www.maricopa.gov/EnvSvc/EnvHealth/SpecProg/SpecEvents>
1001 N Central Ave, Suite 300
Phoenix, AZ 85004
Phone (602) 506-6978
Fax (602) 506-6862
E-mail: SPECIALEVENTS@MAIL.MARICOPA.GOV

Hand Washing Requirements

A hand wash station is required at all Mobile Food Establishments that have open food products. **This includes establishments that are sampling food.**

- A minimum of 5 gallons of hot water (95-105°F) in an insulated container with a spigot or spout (i.e. igloo® or cambro®).
- A container for the waste water, which must be disposed of into an approved sewer or wastewater system.
- Hand soap and paper towels (sanitizers do not replace hand washing).
- A heating device such as a grill or hot plate to heat water.

Useful Checklist

- _____ A complete hand wash station, which includes an insulated five gallon container with hot water (95-105°F), a container for gray water, hand soap, and paper towels.
- _____ All foods must be from an approved source. **No home prepared food allowed.**
- _____ The establishment must have sufficient equipment to hold cold food at all times.
- _____ The establishment must have sufficient equipment for cooking, and hot-holding of cooked food.
- _____ An adequate supply of non-latex gloves or utensils must be available.
- _____ Provide a metal or digital probe thermometer to check cooking temperatures.
- _____ An approved sanitizing solution, and test strips must be available (bleach suggested).
- _____ Employees cannot eat or smoke in the food establishment area at any time.
- _____ Employee food handler cards must be on-site.
- _____ Wastewater from the hand wash station and utensil wash must be disposed of into an approved tank.

FIRE DEPARTMENT REGULATIONS

The Fire Department will conduct on-site inspections on the day of the event. Any vendor/exhibitor without a Food & Beverage (Open Flame) permit will NOT be able to participate. The Open Flame Permit is attached.

Any vendors who are not in compliance with the following will be asked to leave the event:

1. You shall have a Fire Extinguisher that is in good working order.
2. The Fire Extinguisher shall have a **current inspection tag (within the last year)**
3. All pins shall be in place and secure on the Fire extinguisher.
4. The size of the **Fire Extinguisher** shall be a **2A10BC** or larger.
5. If you are cooking with grease then you shall have a class K fire extinguisher.
6. If you have a **hood system** then that shall have been **tested within the last 6 months**.
7. No grills or deep fat fryers will be allowed under tents or canopies.
8. All propane cylinders shall be secured.
9. All combustibles shall be 20 feet from cooking area.

ALL VENDORS MUST COMPLETE AND SUBMIT THE FOOD & BEVERAGE PERMIT TO HDE AGENCY NO LATER THAN FEBRUARY 28, 2012 IN ORDER TO PARTICIPATE IN THE EVENT.

Questions contact:

Virginia Holtzclaw
Chandler Fire Department
480-782-2120
Email: Fire.Prevention@chandleraz.gov