



2017 Corona Cinco de Mayo Fiesta

Dear Fiesta Participant:

Thank you for your interest in this year's Cinco de Mayo festivities. If you joined us last year, thank you for your ongoing support and we look forward to seeing you again this year. With your assistance, our scholarship organization was very fortunate to award \$11,000 in scholarships last year to seniors of the Corona-Norco Unified School District. Since 1994, our scholarship organization has awarded over \$230,000. Thank you, once again, for your participation and support.

My name is Robert Brambila, and I will be your point of contact for this year's Corona Cinco de Mayo Fiesta. The fiesta will be held on Saturday, May 6, 2017 with a rain date of Saturday, May 13, 2017 at the Corona City Park (930 E. Sixth Street). The fiesta will begin at the conclusion of the Corona Cinco de Mayo parade.

Please read over the Booth Application carefully, fill out the information, and mail back with the appropriate documentation (Application, Booth Terms & Conditions & Proof of Insurance additionally insuring both the City of Corona and the Corona Cinco de Mayo Committee) no later than Monday, April 17, 2017 to:

Corona Cinco de Mayo Scholarship Committee
PO Box 1283
Corona, CA 92878-1283

(Please make checks payable to Corona Cinco de Mayo Committee)
(Please keep a copy of the Terms and Conditions for your information/records)

If you need additional information or an application, please visit our website at www.coronacincodemayo.net. I look forward to your participation.

Sincerely,

Robert Brambila
Fiesta Chairperson
(951) 314-9450

2017
CORONA CINCO DE MAYO SCHOLARSHIP COMMITTEE
BOOTH APPLICATION

DATE: _____ NON-PROFIT #: _____

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

CONTACT PERSON: _____ PHONE #: _____

E-MAIL: _____ FAX #: _____

SPECIFIC PRODUCT DESCRIPTION FOR RESALE/ADVERTISEMENT: _____

EACH BOOTH SPACE IS 10X10				
	BUSINESS FEE PER BOOTH BEFORE April 14th	BUSINESS FEE PER BOOTH AFTER April 14th	NON-PROFIT FEE PER BOOTH BEFORE April 14th	NON-PROFIT FEE PER BOOTH AFTER April 14th
Arts/Crafts/Jewelry/Candles	\$125.00	\$150.00	\$75.00	\$100.00
Advertisement	\$250.00	\$275.00	\$75.00	\$100.00
Beverages only	\$250.00	\$275.00	\$175.00	\$200.00
Food and Beverages	\$275.00	\$325.00	\$225.00	\$250.00
1 Item Beverage or 1 Item Food	\$100.00	\$125.00	\$75.00	\$100.00

Vendors without insurance should include an additional \$25 to their booth fee so insurance can be provided. Insurance Certificate must additionally insure Both The City of Corona and the Corona Cinco de Mayo Committee
 Business/Organization has General Liability Insurance: Yes No

This year's event will take place on May 6, 2017 from 7:00 am to 4:00 pm. In the event of rain, the event will take place on May 13, 2017. Since **"No Refunds"** will be given, please plan on being available on both dates. A 10x10 booth space is assigned on a first-come, first-serve basis and will be considered reserved once your full payment is received, your check has cleared the bank, and the Board has approved the application. The Committee does not furnish your booth, only a 10x10 booth space. Please provide your own tables, chairs, canopy, and other equipment necessary to operate booth this includes **supplying your own electricity**.

The Corona Cinco de Mayo Scholarship Committee reserves the right to refuse any applications. Personal checks made payable to Corona Cinco de Mayo Committee will be accepted until Friday, April 14, 2017. Checks can be mailed to P.O. Box 1283, Corona, CA 92878-1283.

I HAVE READ THE ATTACHED TERMS AND CONDITIONS AND AGREE TO COMPLY WITH THEM ACCORDING TO THE CORONA CINCO DE MAYO SCHOLARSHIP COMMITTEE, RIVERSIDE COUNTY ENVIRONMENTAL HEALTH OFFICE, CORONA FIRE DEPARTMENT, AND CORONA POLICE DEPARTMENT. If you have any questions, please contact Robert Brambila at (951) 314-9450 or robert@ca.rr.com.

Print Name: _____ Signature: _____

**CORONA CINCO DE MAYO SCHOLARSHIP COMMITTEE
BOOTH TERMS AND CONDITIONS
MAY 6, 2017**

THE CORONA CINCO DE MAYO SCHOLARSHIP COMMITTEE WILL REVIEW ALL APPLICATIONS AND RESERVES THE RIGHT TO APPROVE OR DENY AN APPLICATION.

General Information

1. Vendors – your booth will be reserved once we receive your application with full payment prior to April 19, 2016, the check has cleared the bank, and the Board has approved the application.
2. Free distribution of food and/or beverages will **NOT** be allowed.
3. Electrical outlets will **NOT** be provided.

MUST PROVIDE

1. Non-Profit organizations must provide their non-profit number on the Application and include a copy of the IRS letter as proof.
2. Food vendors must complete the Temporary Food Facility Community Event Operators Agreement form and submit along with the Booth Application.
3. All vendors/booths must be fully insured. A copy of the general liability insurance information must be submitted with the application. If you do not have insurance, please indicate on the application so that insurance can be provided for an additional fee of \$25. The proof of insurance certificate holder should read as follows:
Additionally Insured: The City of Corona & Corona Cinco de Mayo Scholarship Committee PO Box 1283 Corona, CA 92878.

Saturday, May 6, 2017

1. You may start setting up your booth by 6:00 am.
2. Please check in as soon as you arrive at your booth site.
3. There must be an adult, 18 years or older, present at your booth at all times.
4. All booths must be ready and in operation by 10:00 am.
5. Please keep your area clean at all times.
6. Bring your own large trash bags. Additional trash bins will be provided.
7. You may need to provide **your own** generator for electricity, and refrigeration equipment as electricity will **NOT** be provided.
8. Bring your own electrical extension cords.
9. You will need to provide your own tables, chairs, canopy, and other equipment necessary to operate booth.
10. You are responsible to tear down your own booth and clean your area no later than 5:00 pm.
11. You may not drive through the event to tear down your booth until after 4:00 pm.
12. All booths must follow the Corona Fire Department and Riverside County Health Department requirements.
13. Please keep a fire extinguisher in your booth at all times if you have any type of cooking or heating appliance.

Per Riverside Health Department

Due to Health Department restrictions, applications for food booths by individuals WILL NOT BE ACCEPTED. **Only businesses or non-profit organizations will be considered.**

Per Corona Fire Department and Police Department

Your booth is subject to inspection by the Corona Fire, Police, and Riverside County Health Departments. If you do not meet with their requirements, you will be shut down and fees will **NOT be refunded**. For safety reasons, please do not add additional outlets to your site. **Caution:** Circuits do overload. Any additional electrical outlets causing problems will be removed.

Booth Committee will:

1. The Committee will purchase a one-day food service permit for non-profit organizations.
2. The Committee will reserve a 10x10 space for you once your booth fee is paid in full (first come, first serve). Table, chairs and canopy will not be provided. The booth does **NOT** come with electricity.
3. The Committee will work with you in order to make this event enjoyable and safe for you and all concerned.
4. If you have any questions, please contact Robert Brambila at (951) 314-9450.

PLEASE INITIAL THAT YOU HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS: _____

PLEASE KEEP A COPY OF THIS SHEET FOR YOUR INFORMATION

TEMPORARY FOOD FACILITY/ COMMUNITY EVENT
OPERATOR'S AGREEMENT FORM

Name of Event: _____

Location of Event: _____

Dates and Times of Event: _____

Name of Food Facility: _____

Name of Owner: _____

Name of Person in Charge: _____

Contact Number for Person in Charge: _____

Booth or Mobile Food Facility?: _____

If booth, describe enclosure: _____

Food and beverage to be served: _____

Where will food be prepared?: _____

Describe how food/beverage will be prepared and served: _____

List of cooking equipment: _____

Fire extinguisher?: _____ Check with city/county fire department for rating

How will food be held hot(above 135°F)? _____

How will food be held cold(below 45°F)? _____

How will temperatures be monitored?: _____

Describe hand wash set up: _____

Describe Utensil wash setup /Test Strips?: _____

Will any equipment be stored outside of booth or mobile food facility? _____

If yes, how will items be stored and protected? _____

Reviewed by: _____

Notes: _____

I agree to adhere to the following requirements to operate at said event:

- Name of facility, city, state, zip code, and name of the operator shall be legible and clearly visible to patrons.
- Handwashing facilities shall be provided, functional and used prior to food handling (preparation, cooking, serving, etc...). Provide warm water (100°F), soap inside a dispenser, single use paper towels and catch basin for waste water.
- All food and beverage items will be stored, displayed, prepared/ processed at an approved food facility and **not a private home/residence**.
- Cold and hot holding equipment shall be provided to ensure proper temperature control during transportation, storage, and operation of the temporary food facility.
- All potentially hazardous foods will be held at or below 45°F or at or above 135°F and at the end of the operating day foods held above 41°F shall be destroyed in a manner approved by this department. Thermometers shall be provided to monitor temperatures.
- Service ice is considered a food and shall remain off the ground, stored in clean sanitized food grade containers and properly dispensed by operator of temporary food facility or in approved bulk dispensing units.
- All equipment shall be maintained clean and sanitized.
- Equipment shall be washed in hot (110°F) soapy water, rinsed and sanitized with one of the approved sanitizers either in a 3-compartment ware washing sink or 3-bucket system as approved by this department depending on length of said event. Sanitizer testing equipment shall be provided to measure concentration of sanitizer.
- Construction of temporary food facility shall be equipped with overhead protection for all food preparation, food storage, and ware washing areas. Non-packaged food shall be protected from vermin and patrons with effective means approved by this department.
- Significant changes of Menu items shall be discussed and approved by this department prior to change.

Environmental health permits of approval shall be readily available upon request.

I understand these requirements and agree to operate in a manner to protect food from possible contamination.

Signature: _____

Date: _____