



2026

**FOOD
CONCESSIONS
GUIDE**

CANYON COUNTY **FAIR**
FIND YOUR FUN



CANYON COUNTY FAIR FOOD CONCESSIONS GUIDE

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WELCOME

Welcome to the Canyon County Fair and thank you for being a part of our event. Each concessionaire is responsible for ensuring they and their employees are familiar with the following information and requirements, as well as the Canyon County Fair rules and regulations. A copy of these requirements, rules, and regulations is available in the Canyon County Fair Office or online at www.canyoncountyfair.org.

ONLINE APPLICATION

To apply to become a food concessionaire at the Canyon County Fair, please complete the online application located here: <https://www.canyoncountyfair.org/food/>

CONTACT INFORMATION

Canyon County Fair

P.O. Box 1269
Caldwell, ID 83606
208-455-8500
vendor@canyoncountyfair.org
www.canyoncountyfair.org

Regulatory Contacts

Idaho State Tax Commission
208-334-7660
800-972-7660

Southwest District Health
208-455-5400

FAIR HOURS

Fair Hours

July 23-26 | Noon - 11:00 p.m.

Building Hours

The Center | Noon - 8:00 p.m.
O'Connor Field House | Noon - 8:00 p.m.
Livestock Area | Noon - 8:00 p.m.

HOURS OF OPERATION

All concessions must be set up and ready to open for business no later than **11:00 a.m. on Thursday, July 23**. Concessions must be open from noon to 11:00 p.m. daily.

**ALL INFORMATION IN THIS GUIDE IS SUBJECT TO CHANGE.
ADDITIONAL INFORMATION WILL BE INCLUDED AS IT BECOMES AVAILABLE.**

IMPORTANT DEADLINES AND SCHEDULE

JUNE 5

- Signed Concessionaire License Agreement due
- \$300 space deposit due
- \$50 cleaning fee due
- Admission, electric, stock truck parking forms, and payments due

JULY 1

- General Liability, Auto Liability, and Employers' Liability insurance certificates due

JULY 10

- Deadline to schedule a setup appointment

JULY 18-21

- Fairgrounds open for setup (by appointment only)

JULY 22

- Fire inspection appointments - concessionaires must be present. (Inspection times will be communicated in advance.)

JULY 23

- Concessionaire meeting will take place at 10:00 a.m. (Location TBD)
- Concessions must be ready for business by 11:00 a.m.
- Fair opens at noon
- Concessions must stay open until 11:00 p.m.

JULY 24-26

- Gates open for restocking from 10:00 a.m. to 11:00 a.m.
- Concessions must be open from noon to 11:00 p.m.

JULY 26

- Sales reports and payments due to the Fair Office by Midnight
- Concession teardown and removal from 11:00 p.m. to 1:00 a.m. (Monday, July 27)

JULY 27

- Concession teardown and removal from 9:00 a.m. to 4:00 p.m.
- Final day for account settlement. Payments must be received in the Fair Office by 4:00 p.m.

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GENERAL REQUIREMENTS

LIABILITY INSURANCE

Each concessionaire is required to submit a current certificate of insurance to the Fair Office in the amounts specified in the Concessionaire License Agreement. No booth may open without proper proof of General Liability, Product Liability, Auto Liability, and Employers' Liability insurance in place. **Proof of insurance must be received by July 1.** Failure to obtain and submit the required insurance by July 1, as outlined in the Concessionaire License Agreement, shall constitute grounds for termination of the agreement and revocation of the concessionaire's right to occupy Fairgrounds space.

PLEASE NOTE: The individual, partnership, or corporation named on the Vendor Booth License Agreement must match the named insured on the certificate of insurance. The certificate must also include the following additional insured wording:

“CANYON COUNTY, THE CITY OF CALDWELL, AND THEIR ELECTED OFFICIALS, OFFICERS, AGENTS, AND EMPLOYEES SHALL BE INCLUDED AS AN ADDITIONAL INSURED.”

CERTIFICATES MUST EVIDENCE THE FOLLOWING MINIMUM COVERAGES:

A. Commercial General Liability Insurance

Coverage must provide limits of liability as follows, with aggregates applying separately on a *per project* basis:

- General Aggregate: \$1,000,000
- Product/Completed Operations Aggregate: \$1,000,000

The Commercial General Liability (CGL) policy must be written on an *occurrence* form and include coverage for premises, operations, independent contractors, products, personal injury, advertising injury, and liability assumed under an insured contract (including tort liability assumed in a contract).

B. Automobile Liability Insurance

Coverage must provide bodily injury and property damage liability with a minimum combined single limit of \$1,000,000 per accident. The policy must be written on a standard ISO form, or equivalent, and cover liability arising from owned, hired, and non-owned vehicles in connection with the Vendor Booth License Agreement.

C. Employers' Liability Insurance

Coverage must provide limits of liability as follows:

- Bodily Injury by Accident: \$100,000 each accident
- Bodily Injury by Disease: \$500,000 policy limit
- Bodily injury by Disease: \$100,000 each employee

Each concessionaire is required to maintain Employers' Liability insurance in accordance with the statutory requirements of the State of Idaho for any employee. Concessionaires claiming exemption from this requirement must submit a written statement to the Fair Office outlining the basis for exemption (e.g., sole proprietor, independent contractors, or family members residing in the same household). Questions regarding Employers' Liability requirements should be directed to the Idaho Industrial Commission at 208-334-6000.

ADMISSION WRISTBANDS / TICKETS

The Fair provides each concessionaire **up to 40 admission tickets or 10 admission wristbands**. Tickets and wristbands include Fair admission and general admission concert seating.

- **Tickets** are good for one-time admission.
- **Wristbands** are good for four-day unlimited admission.

Each concessionaire will receive an **Admission Order Form** that must be completed and returned by June 5. Admission wristbands/tickets will be distributed when concessionaire arrives for setup.

Admission wristbands or tickets must be in the possession of concessionaires and their employees for the duration of the Fair. Anyone without a wristband or admission ticket will be charged full gate admission to enter the Fairgrounds. **LOST CREDENTIALS WILL NOT BE REPLACED.**

Additional daily admission tickets may be purchased online at www.canyoncountyfair.org.

ELECTRICAL RATES

Each concessionaire is responsible for all electrical fees. Failure to pay required electrical fees will be considered a cancellation of the Concessionaire License Agreement.

Any electrical work performed by outside electricians must be limited to the concessionaire's equipment and is the sole responsibility of the concessionaire. Only Canyon County electricians are authorized to work on or modify Fairgrounds electrical services

Electricity will be provided as requested, where available. Any electrical service ordered after July 1 will incur an additional labor charge of \$50 per hour.

Fair setup requires temporary power for concessionaires. Power boxes may be located within a concessionaire's space, regardless of whether electrical service has been ordered.

Electrical Service Rates

- 110-volt, 20-amp (per plug): \$25
- 208-volt, 30-amp, 3-wire receptacle: \$85
- 208-volt, 50-amp, 4-wire receptacle: \$90
- 208-volt, 100-amp, 4-wire receptacle: \$110
- Electrician (if needed): \$50/hour

ELECTRICAL REQUIREMENTS

- All power cords and plug connectors must be of the grounding type.
- Cords must be continuous, without splices or taps between boxes or fitting.
- Power cords must be rubber, neoprene, or equivalent material.
- Cord connectors shall not be placed on the ground. Where accessible to the public, cords must be covered with nonconductive material (including mats) and arranged to prevent a tripping hazard.

SETUP AND TEARDOWN

CONCESSION SETUP

Concessionaires are required to schedule a setup time. Appointments must be made by July 10. Upon arrival for setup, concessionaires must report to the Fair Office (located in The Center at 110 County Fair Avenue, Caldwell, ID 83605) to confirm space location and receive credentials and additional concessionaire information.

All concessions must be fully set up and ready for operation by **11:00 a.m. on Thursday, July 23**, and must remain in place until the Fair closes on **Sunday, July 26**.

ALLOCATION OF SPACE

Fair Management determines space allocation based on the dimensions provided by concessionaires upon application. Fair Management reserves the right to relocate space assignments at its discretion when deemed to be in the best interest of the Fair.

Concessionaires are selected and placed in a manner intended to support a successful Fair experience for both concessionaires and patrons. Concessionaires may not sublease their assigned space. Subleasing includes, but is not limited to, renting, sharing, donating, or otherwise allowing another individual or business to display, sell, or advertise within a concessionaire's space.

EXCLUSIVITY

Fair Management does not grant product exclusivity to any concessionaire. To support a balanced and successful event, every effort is made to diversify products and avoid over-saturation of similar offerings. Concessionaire selection is based on product type, presentation, references, and compliance with Fair rules and regulations.

CONCESSION TEARDOWN

Teardown begins after the Fair closes at **11:00 p.m. on July 26** and must conclude by **1:00 a.m. on July 27**. Concessionaires are required to remain open for business until the official closing time of the Fair. Failure to do so may result in loss of eligibility for participation in future Fairs.

Additional teardown time is available on Monday, July 27 from 9:00 a.m. to 4:00 p.m. All vehicles/trailers must be removed and the assigned area cleared of all debris by **4:00 p.m. on Monday, July 27**. Failure to comply will result in a **\$250 per day** charge.

IMPORTANT INFORMATION

IDAHO STATE SALES TAX

The Idaho Sales Tax Act requires every retailer conducting business in Idaho to obtain a seller's permit from the Idaho State Tax Commission. In accordance with Idaho Code § 63-3620C, retailers must collect **6% sales tax** on all taxable sales.

Concessionaires are responsible for obtaining the appropriate permit. For assistance, contact the Idaho State Tax Commission at 208-334-7660 or 800-972-7660. A link to complete the **ST-124** form will be emailed to each concessionaire.

SOUTHWEST DISTRICT HEALTH PERMIT

The approval of a temporary permit from Southwest District Health Department is required before operating. For additional information, contact Southwest District Health at 208-455-5400.

CANCELLATION

Concessionaire has the right to terminate or cancel the agreement, but in such event, the following shall apply:

- Written notice of cancellation must be submitted to Fair Management. Cancellation is effective upon receipt.
- If notice is received on or before **July 1**, the concessionaire forfeits **25% of the space fee**, as well as all other fees paid (including electrical and related charges).
- If notice is received after July 1, the concessionaire forfeits **all amounts paid** and remains fully liable for any outstanding amounts due under the agreement.

FIRE SAFETY

For a complete listing of fire safety requirements, please refer to the information from the Caldwell Fire Department sent with the Concessionaire License Agreement. Inspections must be scheduled with the Caldwell Fire Department, 208-649-1266. Please contact the Caldwell Fire Department with any questions regarding fire safety requirements.

FAIR-TIME OPERATION

EQUIPMENT

All concession facilities must be clean, well-maintained, and attractively presented. Flame-retardant materials must be used in all decorations. Where applicable, trailers and other portable concessions must have proper perimeter skirting to conceal the undercarriage, wheels, chassis, trailer hitch, and related components. Corrugated paper or branded skirting (including Coke or Pepsi materials) is not permitted. Beverage tanks and product inventory may not be stored outside of the concession space unless properly concealed and approved by the Fair Management. **NO EXCEPTIONS.**

All product inventory must be stored within the assigned concessions space and must be attractively concealed or covered. Any storage or office area behind the concession must be constructed to appear as an integrated part of the concession and must be included in the concessionaire's contracted space. No vehicles or trailers may remain parked behind concession spaces. If microwave ovens are used, a clearly visible sign must be posted at the front of the concession.

Failure to comply may result in corrective action or removal from the Fairgrounds.

MENUS AND PRICING

Each concessionaire must display a professional, clearly legible menu sign in a conspicuous location within their concession space. The sign must list all items offered for sale along with corresponding prices. Handwritten signs are strictly prohibited and will be removed. Menu signage must be clearly visible from a minimum distance of **30 feet**. All carbonated beverage signage must indicate the serving size (in ounces). In accordance with the Idaho State Tax Commission, signage must indicate that **“Sales Tax is Included”**, if applicable.

CASH REGISTERS

- All concessionaires are required to use cash registers or point-of-sale (POS) systems. Daily sales reports must include the business name.
- A beginning Z tape must be submitted on **July 22 by 7:00 p.m.**
- Z tapes and daily sales report (including business name) must be submitted no later than **9:00 a.m.** on the following days:
 - **Friday, July 24** - reporting all sales from Thursday, July 23
 - **Saturday, July 25** - reporting all sales from Friday, July 24
 - **Sunday, July 26** - reporting all sales from Saturday, July 25
 - **Monday, July 27** - reporting all sales from Sunday, July 26
- Failure to submit required Z tapes and daily sales reports may result in termination of Concessionaire’s agreement.

FOOD AND DRINK COUPONS

The image to the right shows the **2026 Canyon County Fair Food and Drink Coupon**. Coupons are **VALID only July 23-26, 2026**.

Coupons are redeemable at Canyon County Fair concessions, excluding beer booths and carnival vendors. Coupons are not redeemable for cash, and no change may be given.



Each coupon has a value of **\$1.00**. Redeemed coupons must be submitted to the Fair Office no later than **July 27 at 4:00 p.m.**, along with the applicable percentage payment as outlined in the agreement.

ICE

Ice must be purchased directly from Intermountain Ice and Cold Storage. Prior to Fair, concessionaires must establish an account with Intermountain Ice and Cold Storage, 208-344-8477.

ALCOHOL

No beer, wine, intoxicating liquor, or controlled substances may be possessed, sold, or consumed by concessionaires or their employees within their assigned concessions space.

RESTOCKING AND DELIVERIES

- Gates will be unlocked and staffed by security for restocking from 10:00 a.m. - 11:00 a.m. daily. Specific gate numbers will be communicated to concessionaires prior to Fair.
- Deliveries must be scheduled from 10:00 a.m. - 11:00 a.m.
- Any deliveries or restocking after 11:00 a.m. must be hand trucked in.

WATER AND GREASE DISPOSAL

All gray water must be disposed of in the gray water barrels provided by the Fair. All grease must be disposed of in the designated containers provided by the Fair. Gray water and grease disposal locations will be communicated prior to or during the Fair.

Disposal into sewer lines is strictly prohibited. ANY CONCESSIONAIRE FOUND DISPOSING OF GREASE INTO SEWER LINES WILL BE IMMEDIATELY EXPELLED FROM THE FAIR, WILL FORFEIT ALL MONIES PAID, AND WILL REMAIN FULLY LIABLE FOR ANY OUTSTANDING AMOUNTS DUE UNDER THE CONCESSIONAIRE LICENSE AGREEMENT.

CLEANLINESS AND TRASH DISPOSAL

All concessionaires are required to pay a **\$50 cleaning fee**. Garbage must be maintained in tightly covered containers. **ALL CARDBOARD BOXES MUST BE BROKEN DOWN AND DISPOSED OF IN DESIGNATED DUMPSTERS BY CONCESSIONAIRES.** Refuse containers placed in front of concession spaces are intended for use by Fair patrons only.

Failure to maintain cleanliness standards may result in additional fees or removal from the Fairgrounds.

PARKING

Stock Truck parking is limited and not guaranteed. To request stock truck parking, concessionaires must complete the Stock Truck Parking Request Form and submit it with their agreement. Approved stock truck parking locations will be assigned by Fair Management. Concessionaire parking is not reserved. All parking is FREE and available on a first-come, first-served basis for the public, concessionaires, and exhibitors.

CAMPING

Overnight camping or parking is not permitted on any portion of the Fairgrounds or surrounding area. Camping accommodations are available at Ambassador R.V. Resort, located at 615 Smeed Parkway, Caldwell. For reservations, call 208-454-8584.

FAIR SERVICES

SECURITY

Security will be provided on the Fairgrounds **24 hours a day**, beginning **Wednesday, July 22 through 5:00 p.m. on Monday, July 27**. The Fair is not responsible for any loss, theft, or damage to vendor property.

ATM SERVICES

ATMs are located at the following areas: Main Gate, The Center, Food Court, Carnival, O’Connor Field House, Fair Building, and Simplot Stadium.

EMERGENCY SERVICES

A First Aid Station is located near the entrance to Simplot Stadium and will be staffed by EMTs or paramedics from Canyon County Paramedics. General hours of operation are July 23-26, Noon to 11:00 p.m. When the First Aid Station is closed, roving EMS units will be present throughout the Fairgrounds. Notify the Fair Command Post at 208-615-1176 in case of emergency or dial 911. The Caldwell Fire Department is located outside the Caldwell Night Rodeo Office.

FOUND / MISSING CHILDREN

The First Aid Station serves as the central location for all found or missing children on the Fairgrounds.

MISCELLANEOUS

RENTAL COMPANIES

Event Rent	208-695-2121
Venue Events	208-830-4803
Idaho Tents and Events	208-336-5486

LODGING

Best Western Plus Caldwell Inn and Suites	208-454-7225
Comfort Suites Airport, Boise	208-608-5612
La Quinta Inn, Caldwell	208-454-2222
Quality Inn and Suites, Meridian	208-370-2072
Sleep Inn, Nampa	208-463-6300
Ambassador R.V. Resort, Caldwell	208-454-8584

The businesses listed above are provided for informational purposes only. The Canyon County Fair does not endorse or guarantee the services of these providers.

JULY 23-26, 2026

THIS IS YOUR FAIR.