



**CORONA CINCO DE MAYO
SCHOLARSHIP COMMITTEE**

Partnership with the Community Foundation
Serving Riverside & San Bernardino Counties

2012 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 enough to award \$13,000 in scholarships last year to graduating seniors of the Corona-Norco Unified School District. Since 1994, our scholarship organization has awarded over \$178,000. So 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 5, 2012 with a rain date of Saturday, May 12, 2012 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 by no later than Monday, April 16, 2012 to:

Corona Cinco de Mayo Committee
Fiesta Chairperson
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)

A meeting will take place on Sunday, April 29, 2012 at 2:00 pm at the Corona City Park. Please meet me at the main stage (Band Shell). I will review Riverside County Health and Fire Department requirements, review booth sites, and distribute parking passes at that time.

If you need additional information or an application, please visit our website at www.coronacincodemayo.net. I hope to meet you and, most of all, look forward to your participation being a successful one.

Sincerely,

Robert Brambila
Fiesta Chairperson
(951) 314-9450

**2012
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		
TYPE OF BOOTH	BUSINESS FEE PER BOOTH	NON-PROFIT FEE PER BOOTH
Arts/Crafts/Jewelry/Candles	\$150.00	\$100.00
Advertisement	\$275.00	\$100.00
Beverages only	\$275.00	\$200.00
Food and Beverages	\$325.00	\$250.00
Total		

Business/Organization has General Liability Insurance: Yes No

This year's event will take place on May 5, 2012 from 7:00 am to 5:30 pm. In the event of rain, the event will take place on May 12, 2012. 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.

Food booth vendors must attend the meeting on Sunday, April 29, 2012 at 2:00 p.m. at **Corona City Park - Fiesta Band Shell Stage**. Site locations will be assigned and parking permits will be distributed that day. The Corona Cinco de Mayo Committee reserves the right to refuse any applications. Personal checks made payable to Corona Cinco de Mayo Committee will be accepted until Monday, April 16, 2012. 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 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 5, 2012**

THE CORONA CINCO DE MAYO BOARD 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 16, 2012, the check has cleared the bank, and the Board has approved the application.
2. Non-Food Vendors **are not required**, but are invited, to attend the April 29, 2012 meeting.
3. Free distribution of food and/or beverages will **NOT** be allowed.
4. Electrical outlets will **ONLY** be provided to food vendors.

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. **Business** food vendors must provide a copy of your Business License and a copy of your County Health Department permit.
4. All vendors/booths must be fully insured. A copy of your 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.

Saturday, May 5, 2012

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 be provided on a first-come, first-serve basis by applicant.
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 7:00 pm.
11. All booths must follow the Corona Fire Department and Riverside County Health Department requirements.
12. 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.

Food Booth Vendors Meeting

A mandatory meeting is scheduled to go over issues required by the Riverside County Health Department on Sunday, April 29, 2012 at 2:00pm at the Corona City Park by the Fiesta Bandshell Stage. Please bring cash or Money Order. No Checks will be accepted during this time.

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.
3. The Committee will contact the Parks Division to have electrical outlets available, limited usage available.
4. The Committee will work with you in order to make this event an enjoyable and safe for you and all concerned.
5. 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: _____