



# Vintage Days 2024

## April 19-21, 2024

### Boomtown

## Food Booth Rules and Regulations

Please read the rules thoroughly and complete the application carefully.

- All organizations applying must be registered as a recognized student organization and be in good standing with the University. To confirm your organization's recognition status, visit <https://goo.gl/T2JNhX> or click [HERE](#)
- All applications must be received by **5 p.m. on Friday, February 16th, 2024** to be entered in the food booth lottery.
- All applications received by the deadline will be given equal consideration. Participants from previous years will **not** be given priority on reserving a food entree or a booth location.
- A lottery will be utilized for selecting booth location (north or south) and menu choices. Lottery will be done in the following format: roll call, introduction and overview, and final roll call. EVENT LOTTERY WILL BE HELD **Late arrivals past the final roll call will not be included in the lottery.**
- The Student Representative for the organization must read the Food Booth Application Form and indicate they have read the food booth rules, and are aware of the lottery on **Monday, February 26, 2024** at noon, the mandatory Health and Safety training, the booth set-up informational meeting on **Wednesday, April 3, 2024** at noon and the on-site meeting on **Thursday, April 18, 2024** at 5 p.m. **If your group is not represented at these meetings in their entirety, your group will be dropped and cannot have a food booth. A representative may only represent one group.**
- If you are selected for a booth and assigned a booth space, you will have until Monday, March 4th, 2024 to cancel your space.
- All organizations serving food **must have a food booth that complies with the California Fire Marshal & Fresno County Environmental Health requirements** for outdoor tents. Vintage Days will be offering a limited number of tents that follow these regulations for rent during the weekend of Vintage Days 2024.
- All organizations must serve only the food and beverage items listed on the signed Vintage Days contract.



# Vintage Days 2024

## April 19-21, 2024

### Boomtown

## Food Booth Rules and Regulations

### Important Dates and Deadlines

DATE	TIME/LOCATION	DEADLINE/MEETING
Friday, February 16	5 p.m.	Booth Applications Due (Google Form)
Monday, February 26	12:00 p.m. Resnick Student Union room 207	Booth Lottery (Mandatory)
Friday, March 1	By 5 p.m.	Food Booth Fees Due
Monday, April 1st	By 5 p.m.	Food Safety Certificate Submission
Wednesday, April 3rd	12:00 p.m. Resnick Student Union room 207	Booth Set-Up Informational Session (Mandatory)
Thursday, April 18	5 p.m. Outside the Welcome Center at the Resnick Student Union	On-Site Meeting & Set-Up (Mandatory) Note: We will be checking your power supply and health regulations.

### Tent Fee

All Clubs and Organizations will be provided with a tent by Vintage Days. Use of your own tent must be approved by the Vintage Days Coordinator.

Tent rentals will be set up by Vintage Days, but organizations are required to provide flooring for the tents that complies with the Fresno Health Department requirements. In addition, your organization will not be allowed to post or attach any materials on the tent (i.e. taping, stapling, etc posters or signs on the tent). All organizations are responsible for cleaning their tent before the conclusion of Vintage Days. **Any organization that fails to clean their tent by 6 p.m. on Sunday, will receive a \$33 deduction from their initial deposit.**



# Vintage Days 2024

## April 19-21, 2024

### Boomtown

## Food Booth Rules and Regulations

### **Booth Selection/Lottery Meeting - Monday, February 26, 2024**

All applications received by 5 p.m. on Friday, February 16, 2024 will be entered in the Booth Lottery and will be given equal consideration. The lottery will be held on Monday, February 26, 2024 at 12:00 p.m in the Resnick Student Union room 207.

Selection of menu choice must be confirmed at the time of the lottery. You will be expected to announce your choice as your organization is selected.

- Lottery selections are not transferable
- As the lottery progresses and booth selections are made, organizations will be expected to select entrees not already selected. This may require organizations to have as many as four or five possible options prepared at the time of the lottery.
- After all spaces in Boomtown North and South have been taken, the remaining applicants will be placed on a waiting list in the order selected. The waiting list will be used if space becomes available.
- Organizations that wish to remain on the waiting list are required to attend the mandatory health and safety meeting to ensure awareness of all the requirements. Organizations that do not attend will be dropped from the waiting list.

### **Health and Safety - Food Safety Certification**

The safety of your members and our guests is very important. It is mandatory to have at least 1 - 2 members in your booth at all times that have received the food safety certification. All organizations must have members that have received the food safety certification and submitted the documentation to Vintage Days by **April 1, 2024**.

If your organization is awarded a booth through the booth lottery, more details on the certification process will be emailed to your organization.

If your organization does not have at least **two** representatives that submit their certification to Vintage Days by April 1, 2024, your organization will be prohibited from participating in Vintage Days 2024.



# Vintage Days 2024

## April 19-21, 2024

### Boomtown

## Food Booth Rules and Regulations

The Health Department will be conducting inspections during Vintage Days based on the Health Department Food and Safety Training. Organizations that have violations and need reinspections from the Health Department will incur a \$91 fee from the Health Department, which is the student organization's responsibility to pay. Please work towards using your training knowledge to pass inspections. Your organization must pass a checklist inspection conducted by the Boomtown Coordinators prior to opening for business each day.

### **Booth Set Up and Informational Session - Wednesday, April 3, 2024**

All participating organizations must attend the **mandatory** in-person Booth Set Up Informational Session. This session ensures that all participating organizations are informed of the booth setup process. Organizations will also be informed of safety practices. This informational session will be held on Wednesday, April 3, 2024 at 12:00 p.m in the Resnick Student Union room 207.

If your organization does not have a representative present at this meeting, your organization will be prohibited from participating in Vintage Days 2024.

### **On-Site Meeting and Set-Up - Thursday April 18, 2024**

All participating organizations must attend the **mandatory** on-site meeting and set up in front of the Welcome Center of the Resnick Student Union on Thursday, April 18 at 5 p.m.

If your organization does not have a representative present at this meeting, your organization will be prohibited from participating in Vintage Days 2024.

### **Food Preparation and Food Sales**

Due to fire and safety regulations, food may not be cooked, roasted, etc., over an open flame or gas barbecue that is under a covering such as a tent or canopy. All flame or gas barbecues must be kept outside the perimeter of all tents or canopies.

In order to have a diverse food selection, organizations will not be permitted to sell the same food item as another organization. Also, the number of booths with similar items will be limited.



# Vintage Days 2024

## April 19-21, 2024

### Boomtown

## Food Booth Rules and Regulations

### **Food Item List**

The food item list below does not represent a complete list - only examples. Any food item with beef or chicken as a main ingredient will be categorized accordingly, regardless of other ingredients. The number of booths selling items in the same category will be limited to the number indicated. Due to a high volume of organizations requesting tri-tip booths, the category will be limited to three total booths (2 in Boomtown N. and 1 in Boomtown S.) Food items must be selected from only one of the categories listed below.

Category	Examples	Estimated # Booths Boomtown South	Estimated # Booths Boomtown North
Beef	Steak, Tri-tip (3), Hamburgers	5	2
Chicken	Teriyaki, Stir Fry, Kebab, Fried, BBQ	5	2
Other Meats	Pork, Seafood, Links, Meat on Pizzas	5	2
Non Meats	Salads, Kettle Corn, Nachos, Vegetarian	5	2
Desserts/Beverages	Ice Cream, Floats, Smoothies, Fruit, Shortcakes	5	2

### **Third Party Vendors**

When deciding on your food choice, consider Vintage Days will contract with third-party vendors to provide items throughout the event. These items may change and you will be notified if they do.

*Cinnamon Rolls*  
*Funnel Cakes*  
*Corn Dogs*  
*Lemonade*

*Coffee*  
*BBQ Beef Sandwich*  
*Shaved Ice*  
*Pepsi Products*

*Iced Tea*  
*Kettle Corn*  
*Bottled Water*  
*Ice Cream*



# Vintage Days 2024

## April 19-21, 2024

### Boomtown

## Food Booth Rules and Regulations

### **University Rules and Regulations**

University regulations prohibit the selling of any food or food product made and packaged (canned, bottled, or wrapped) by a licensed producer in its original container or using a brand name in any way.

Only food items approved by Vintage Days may be sold. The selling of any other items, such as t-shirts, mugs, cups, hats, or tickets for a drawing/raffle, is **prohibited**.

Sales must be made from within your booth space. Only one member per organization will be permitted to solicit directly in front of your booth space. Having more than one individual or moving outside the area directly in front of your booth is **prohibited**.

No individual is permitted to enter any building (Resnick Student Union, Music, Speech Arts, University Student Union, Satellite Student Union) to obtain water or to wash bowls, utensils, or other items. Water sources will be provided by Vintage Days for organizations needing water.

### **Violations**

Violations may result in forfeiture of the deposit and/or closure of the booth and/or prohibition from participating in future Vintage Days.

Violations include:

- a. Closing the booth early (before 6 p.m. on Friday-Saturday, and before 5 p.m. on Sunday)
- b. Running out of food
- c. Selling unauthorized items (i.e., additional food items or unauthorized food items, t-shirts, mugs, cups, hats, drawing/raffle tickets, etc.)
- d. Failure to participate for the entire weekend (Friday-Saturday: 10 a.m. to 6 p.m. each day, Sunday: 10 a.m. to 5 p.m.)
- e. Leaving trash and/or supplies, equipment on site.
- f. Inappropriate behavior
- g. Failure to place booth structure, decorations, canopy, etc. on site on Thursday, April 18 2024 meeting after the 5 p.m. meeting.

The Boomtown Coordinator will issue a warning notice for each violation and will have a representative from the organization sign the notice to acknowledge the violation.



# Vintage Days 2024

## April 19-21, 2024

### Boomtown

## Food Booth Rules and Regulations

For each violation, one-third of the organization's deposit will be forfeited. After three violations, the entire deposit will be forfeited. If there are more than three violations, the organization will be required to leave this year's Vintage Days and may be banned from participating in next year's Vintage Days.

### **Food Booth Fees and Deposits**

Fees	Deposit	Total Due
\$487	\$99	<b>\$586</b>

Fees include:

Health Dept. Fee	3 Compartment Sink Fee	Tent Fee	Administrative Fee
\$47	\$120	\$150	\$170

Fees must be submitted by March 1st, 2024. If your organization is selected to host a food booth, more information about payment options will be provided after the booth lottery.

### **Booth Space/ Size and Setup**

Each booth space is 10 feet wide and 20 feet deep. All costs for the materials necessary to construct and operate the booth are the responsibility of the student organization. Tables and chairs from the USU or Student Involvement Office will not be available for student organization use during Vintage Days.

### **Check in/ Check out**

Register with Boomtown Carnival coordinators before setting up your booth. Each student organization will be provided one parking pass. Only vehicles displaying the parking pass issued by Vintage Days will be allowed in the booth area from 6 p.m. to midnight on Thursday, April 18, from 6 a.m. to 9 a.m. on Friday-Saturday, April 19-20, and from 7 a.m. to 9 a.m. on Sunday, April 21, 2024. Vehicles not removed will be cited and may be towed at the owner's expense.

Organizations must set up after the On-Site and Set Up Meeting on Thursday, April 18 at 5 p.m. All booths must be closed at 6 p.m. on Friday-Saturday, and 5 p.m. on Sunday. All booths, booth structures, and other materials or trash must be cleared from their booth site by 7 p.m. Sunday, April 21.



# Vintage Days 2024

## April 19-21, 2024

### Boomtown

## Food Booth Rules and Regulations

### **Best Food Booth Contest**

Prizes will be given to the top three food booths in either Boomtown North or South: 1st place- \$150, 2nd place- \$100, and 3rd place- \$75. Booths will be judged on the food quality, taste, food presentation, and team enthusiasm. Judging will start Friday morning and continue throughout the event. The total score will determine first, second, and third place winners. Winners will be announced on the afternoon of Sunday, April 21, 2024.

**The Vintage Days coordinators and the university assume no liability for the theft or damage of any organization's belongings.**