

Concession / Food Truck Application

New Hampshire Pagans Faire - September 19-20, 2026

Deadline for submissions: June 1st of 2026

Hours of Event: 8am set up for 10 am opening; truck lockup or removal to start @ 5pm for close of day.

Location: Belmont County 4H Fairgrounds 174 Mile Hill Rd Belmont NH 03220

Contact: (Katt) Kathie Gerlach, President (603) 393-8532

Make checks payable to Kathie Gerlach, for deposits and fees. PO Box 377 Tilton NH 03276

Contact NH Pagans ([NewHampshirePagansNonProfit@gmail.com](mailto>NewHampshirePagansNonProfit@gmail.com)) for alternate forms of payment.

General Information:

Name: _____

Food Truck / DBA: _____

Phone: _____ Business Phone: _____

City/State/Zip: _____

Email: _____

NH Meals & Rentals License #: _____

Liability Insurance# and Company _____ (copy needed with application)

Do you have ADA/Mobility Requirements _____ (please let us know what is needed)

Start Setup: Friday September 18th and Saturday September 19th @ 8am (for the start of faire at 10am)

Our rate is \$100.00 per day per truck space. Balance of payment due on Sunday September 20th (end of faire).

***** There will be a \$50.00 non-refundable deposit to hold your space! *****

Will you be with us on:

Saturday the 19th _____ Sunday the 20th _____ BOTH Saturday the 18th & Sunday the 20th _____

Camping available for a \$50 flat rate for Friday through Sunday, no matter how long the stay: _____

Electric Needed _____

Electrical per 20-amp (one duplex receptacle) _____

Electrical per 220-volt (one) (1) 220 plug-plug configuration) code on plug _____

Water Needed _____

Size of Truck _____ (includes tongue and awning - 10' minimum) **\$25 additional if larger than 10ft**

Employees Name(s) _____

What type(s) of cuisine will your truck be serving?

Rules & Regulations (Food Concessions)

1. Insurance Required

Each concessionaire must provide a **Certificate of Insurance** showing **Comprehensive General Liability coverage of at least \$1,000,000**. A copy of your insurance must be submitted **with your application**.

2. Payment Due Before Setup

All concessionaires must be **paid in full** prior to setup.

3. Check-In Required

All concessionaires must **check in with the Concession Manager** before setting up.

4. Cancellations / Refunds

- If the Faire is notified of a cancellation **before June 1**, **50%** of your payment will be returned (**50% is nonrefundable**).
- Cancellations made **on or after June 1** will **forfeit all funds paid**.

5. Operating Hours / Early Close

- All exhibits must remain in place and open until **5:00 PM on Sunday**.
- Booths must remain open during Faire hours. The only exception is if you **sell out**. If you sell out, you may close your booth, **but your truck must remain until the end of the day**.

6. Fire Safety Requirements

- Food concessions must have an **approved fire extinguisher** mounted in the booth.
- **LPG tanks** must be securely attached on a firm base, and the **valve area must be protected**.

7. Electrical Requirements

- Any concession using electricity must use properly grounded, **UL-approved** devices and wiring.
- Concessionaires must supply their own electrical materials to reach the approved, assigned fairground electrical system.
- **No cords or wires may run across roadways or walkways**.
- A **3-wire supply cord** is required for **110-volt** connections.
- **Do not tamper** with electrical boxes or violate electrical policies. Any concession found doing so will be **required to leave the fairgrounds**, will **forfeit all fees paid**, and may be **excluded from future Faires**.

8. Licensing & Compliance (NH + Local)

- Food concessionaires must be licensed with the **State of New Hampshire** prior to operating (Meals & Rentals Tax).
 - Questions / application: **603-271-3701**
- All concessionaires selling food/beverages must comply with:
 - **NH Rules for the Sanitary Production & Distribution of Food (He-P2300)** (Bureau of Food Protection, Concord, NH: **603-271-4589**)
 - **Technical Bulletin 2011-01** from the NH Division of Fire Safety (and any updates/addenda)
 - All applicable requirements of the **Town of Belmont**

9. Required Fire Inspection

All concessions must be inspected by the **Belmont Fire Department** prior to opening.

10. Prohibited Sales / Conduct

- No concessions may sell **tobacco products or illegal drugs**.
- No **alcohol consumption by concession employees** and no **profane language**.
- **Unauthorized firearms are prohibited**.

11. Camping

- Campers must stay in the **designated camping area**.
- Any concession wishing to camp must complete a **camping registration** and pay the camping fee (submitted to the camping contact, not the concession contact).

12. Pets

NO PETS are allowed on the fairgrounds unless they are **service dogs or exhibit animals**. Dogs must be restrained at the owner's campsite. (See camping agreement for details.)

13. Policy Violations

Violations of these policies may result in **expulsion from the Faire** and **forfeiture of fees paid**.

14. Workers' Compensation

By signing the application, you agree that you and your employees are solely responsible for maintaining **current Workers' Compensation insurance** for yourself and your employees.

15. Returned / Bounced Checks

A **\$35 service fee** will be charged for any returned/bounced checks. Both the funds owed and the \$35 service fee must then be paid **in cash**.

\$50 deposit due with signed application. Your signature below indicates your agreement to all terms and conditions mentioned in the Rules and Regulations above:

Signature: _____ Date: _____

For Office Use Only

Deposit to hold space \$ _____ Date: _____

Amount Due: \$ _____ Amount Paid: \$ _____ Balance Due: \$ _____

Insurance info provided: _____

Electrical needs given to Ground team _____

Info given to Concession Manager _____

Payment given _____

Additional comments: _____