

## Courage to Stand, Pathfinder Camporee 2009

### Basic Food Vending Requirements, Facts and Information – FAQ

#### I. General:

- Applications accepted on a first come first served basis, generally.
- Vendors who participated in 2004 are given first choice until November 30, 2008.
- Credit cards are accepted for the vendor application fee. We accept: MasterCard, VISA, AMEX and Discover. This payment will soon be able to be made on line at the camporee website but until then, you will need to call the CYE office and do this by phone or fax in the information.
- All ice must be purchased from the camporee. Freezers will be onsite in the vending area, however. Pricing is as follows;
  - Crushed Ice: 7 lbs, \$2.50, 20 lbs, \$5.00
  - Block Ice: 11 lbs, \$5.50
- Cash – US Dollars – will be the exchange accepted by the vendors. The camporee explored non-cash options but has ruled this out. It was determined that while this was camporee and vendor friendly, it was not customer friendly and could end up hurting vendor sales.
- Camporee has established an exclusive contract with **Pepsi**. Therefore, **only Pepsi**, non caffeine products can be sold by the vendors and **all vendors will sell drinks**. We will have a list of the selected drinks along with their related pricing a month or so prior to the camporee. However, the drink selection will include various items out of the following groups: water, juice and soda pop. All of your drinks will be stored in a refrigerated reefer trailer so drinks will be kept cold at all times while in storage. All drinks will be 20 oz. size. Vendors will actually be purchasing drinks from the Camporee, not Pepsi, however and this money will be collected no later than at the end of the week. Pepsi will supply the following for each vending booth:
  - A refrigeration unit or ice tank
  - A sign as needed
  - Staff to deliver drinks to vendors to restock inventory
- While Pepsi are the only commercial beverages allowed to be sold, homemade drinks are allowed – such as homemade lemonade, for example.

- Priority is given to vendors that are supporting a Pathfinder club through 2008 after which private concessions companies will be considered that follow SDA principals, preferably members of the SDA church. Priority is given in this order: Pathfinder clubs, private vendor but SDA, private non SDA vendor.
- Hours of operation are: Monday noon to 9 pm, Tuesday through Thursday 10 am – 7 pm, Friday 10 am – 6 pm, Saturday night sundown (7:30 pm) – midnight (times subject to change).
- Golf carts may be rented from the camporee at an additional fee.
- All food vendors will be in one location this time in the commons area by the flag poles, outside of the fenced in area. This location is outside and will be covered with a tent and side-walls. Each booth is provided with tables that will serve as a counter. No extra tables are provided.
- There is no hot water available at the booths so you'll have to be able to heat this up yourself for washing dishes.
- The City of Oshkosh, WI Health Department Regulations for temporary restaurants is available on line near where you found this document – on the Camporee's website. There are fees for this license, which will be higher in 2009 than what is currently published, **but those are paid by the camporee. Also, as a vendor, you do not need to apply for this license; the camporee will do this for you.** This is one of the things your \$399 is used for as almost half is for this license fee. Of note: all vendors at the 2004 Camporee did not necessarily pass first inspection but all did pass final inspection.
- The Oshkosh Fire Department will also have initial and regular inspections throughout the week. Their regulations are also posted on-line on the Camporees' website. There is no fee for this.
- Safety suggestion – please be very careful to match up your commercial grade extension cords with the amount of amps you will be pulling through them. No matter what the voltage might be you will have to deal with amperage because amperage creates heat and heat eventually will break down insulation causing short circuits, sparks and fire. Install cords that are at least 30% over the calculated load. ( Example: A constant 10 amp load will require a cord capable of 13 amps. Go to the next highest cord. Wire gauge size 14.) Good for 15 amps. Also, consider the length of the cord. If you are running a cord over 75 feet go up to the next wire size ( size 12 in our example). Better safe than sorry - remember, bigger is better!!!! These are intended to just be suggestions or things to think about and

- remember. Ultimately, seek advice from an electrician and/or your local hardware store.
- If you need to rent anything locally such as tables, refrigeration, cooking, etc., the camporee has a contract already with a local company and this can be coordinated through the food concessions contact. Rental will be provided and arranged at no additional mark-up. Any related fees will need to be paid in advance.
  - Local suppliers:
    - There is a Sam's Club just north of Oshkosh, about 20 minutes in Appleton, WI: 1000 N. Westhill Blvd, Appleton, WI, ph# 920-733-4655. If you call ahead to place your order they will have it ready for you. They do not deliver.
    - Those of you who are familiar with Gordon Food Services (GFS) in the Midwest, they do not currently (October 2008) service Wisconsin and are not scheduled to do so until 2010. So, GFS is not an option.
    - SISCO Foods is a restaurant vendor that will also be delivering food already to the campgrounds, contact information: Ken Zook, cell ph# 920-379-2200 or email = [zook.kenneth@eastwi.sysco.com](mailto:zook.kenneth@eastwi.sysco.com).

IF YOU PLAN TO HAVE FOOD DELIVERED, WE NEED TO KNOW WHAT, FROM WHOM WHEN. THANKS

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  - Plastic tables range in price from \$5 - \$8 each
  - Plastic chairs = \$5 each
  - All other items are 50% off the published rates for this vendor
- For those of you who have not attended before, the camporee will draw 33,000 – 35,000, the highest attendance being reached on the weekend. This represents about 1/3 adults with youth and children representing the other 2/3 with equal amounts from age groups: 9-13 and 14 -17
- The average sales for vendors back in 2004 was \$8,900. The ranges were from \$1,300 to \$18,000. How much you sell depends upon competition, weather, your variety, uniqueness of product and quality

- of products. Yes, weather is an issue because some items would have sold a lot more if the weather had been warmer in 2004.
- The camporee is at the local airport and is conveniently located in the heart of Oshkosh retail with a variety of stores available and what Oshkosh does not have, 20 minutes to the North is a much larger town called Appleton.
  - If you have not been a vendor before, we can assure you will be almost constantly busy throughout the day with your biggest period being lunch. You can expect to have lines all day for food. Pathfinders are an active bunch and will eat most anything most any time of the day.
  - This is Wisconsin farming country so while there is an abundance of local retailers, you should also be able to buy fresh produce from local farmers. It is recommended you make these arrangements in advance, however.
  - Most Pathfinder Clubs bring their own food to feed attendees for breakfast and supper. However, smaller Clubs often do not so they either join other Clubs or use the food concessions as their solution. Clubs that come from outside of mainland USA most often do not come equipped to feed their clubs so will be looking to Concessions also.

## II. Vendor specifics:

- Vendors pay 15% of their gross sales daily back to the Camporee.
- Booth fee is \$399, not refundable, and must be paid not more than 30 days from date of application approval. Payment can be made by credit card by calling the CYE office or faxing the credit card information to the same. OR, you may pay by check – please make out the check to CYE and mail it to the same. **PLEASE NOTE, THIS VENDOR FEE IS ADDITIONAL, UP AND BEYOND, TO THE FEE YOU ALSO NEED TO PAY TO ATTEND THE CAMPOREE WHICH ALSO REQUIRES A SEPARATE APPLICATION.**
- Food must be vegetarian, homemade drinks non-caffeine.
- Vendors provide all extra tables, extension cords, power strips, all paperware and utensils, ice chests, staff clothing, cleaning supplies, food and supply storage, stoves, freezers, refrigeration, etc. The bottom line is, you are self sufficient basically. Whatever you need to

- make things happen, you are responsible for that except for the location and place to perform your services in.
- Booth sponsors are to be considerate of the environment.
  - All vendors sell drinks supplied only by Pepsi. No other products from any other company are allowed due to the exclusive contract between Pepsi and the Camporee.
  - Must follow all Oshkosh, WI Health Department guidelines and pass an on-site inspection. This will generally happen on the first day of food sales. You DO NOT get a refund of your vendor fee if you do not pass this inspection. But, have courage, if it can be fixed, these folks are generally flexible giving you a chance to rectify the error.

- Health Department items of note:
- DO NOT dump liquid of any kind on the ground. The Camporee provides containers for grey water and other waste products.
  - Pay particular note to the thermometers for hot and cold items.

- The Health Department does take this seriously and will be looking for your thermometers.
- Sinks – you can use buckets or tubs but pay particular attention to the Health Departments expectations on size. And, it is EXTEREMELY IMPORTANT that you follow these guidelines for washing – 3 tubs are a MUST.
  - Water for washing – you must have a water mixture containing

- Clorox. So you must have Clorox on site. Camporee will provide the proportions for this solution or mix. Bleach chart is on the Camporee website in the food concessions section.
- Washing of hands is very important. You must have an option for this. A suggestion would be to have a large container of water with a spout to wet and rinse hands, soap for washing, towels for drying and an extra bucket to catch the waste water. You CANNOT just allow the waste water to go on the ground, it must be collected.

- Must provide proof of insurance by providing a certificate of liability coverage. For Pathfinder groups, this may be able to be secured from your local Conference Youth Department. Those not representing a Pathfinder Club, generally you will have to secure your insurance through a private insurance company.

Insurance information as follows:

- You must list all 4 of these entities on your certificate: GC - General Conference of SDA, AU - Andrews University, EAA - Experimental Aircraft Association, NAD - North American Division of SDA.
- The site address is: 3000 Poberezny Road  
Oshkosh, WI 54902
- The event owner address is: **Center for Youth Evangelism**  
4145 E Campus Circle Dr  
Berrien Springs, MI 49104-1570

Office: 1.800.968.8428

Fax: 269.471.8355

Once you are approved, a more detailed list of these entities will be sent to you. If you have not received it, contact the Food Vending Coordinator.

- Staff must be 18 years of age or older and only work in concessions, not assisting Pathfinder youth.
- Signage to reflect pricing.
- Chuckwagon's may be allowed however you must supply a picture of your trailer. They must be presentable in the eyes of the camporee and in good repair.
- Applications must be signed by the Conference Youth Director. However, vendors who served last time are not required to get this signature.

### **III. Camporee provides:**

- Ice on-site per vendor – by block or crushed.
- Grease and waste (grey) water container and disposal service.
- Camporee provides a booth with the minimum size of 10 feet X 20 ft.
- 24 hour security.
- Trash containers – cans and dumpster and pickup of the same.
- 24 hr electricity. Please note, the outlets are not in the booths themselves, you will have to access it via extension cords. Therefore, it is recommended you consider using Power Strips to reduce the number of extension cords.
- Special flooring, you will not be on pavement or grass.

- Tent or building – covering of some type, more than likely a tent.
- Counters.
- General signage.
- Advertising before and during the event.
- Marketing on the Camporee website listing all vendor names, their products and pricing.
- Hand sanitizer for customers.
- Concessions Coordinator before and during the event to help the vendors' success and otherwise be a liaison to the camporee organizers.