



# Carnival Booth Application

Saturday, October 24  
5-9 p.m.  
Desert Mountain Park  
22201 S. Hawes Road

## Carnival Booth Information 2015

**Application Due Date:** Oct. 1 | **Fee:** \$10.00 (per trunk)

The Town of Queen Creek is offering booth space for community groups, non-profit organizations and businesses to host carnival games at Trunk or Treat as a fundraising activity. Interested groups and businesses must complete a carnival game application and provide all necessary items needed to operate their carnival game. **Application deadline is Oct. 1.**

Trunk or Treat is the Town of Queen Creek's unique, safe and fun way for families and children to enjoy Halloween together.

### EVENT INFORMATION:

Saturday, Oct. 24, 2015 | Desert Mountain Park, 22201 S. Hawes Road

- Carnival Booth Operating Hours: 5-9 p.m.
- Registrations open until filled. First Come, First-Served.
- Event Coordinator: Erica Perez | 480-358-3719 | [erica.perez@queencreek.org](mailto:erica.perez@queencreek.org)

### CARNIVAL BOOTH SPACE:

- Purchase of a space includes one (1) 12'x12' space for game/activity.
- Only one (1) game/activity per purchased space is allowed.
- Carnival booth operators may not share a space.
- Spaces are enclosed with portable chain link fencing (6' high back and 6' high sides)

### CARNIVAL GAMES:

- The primary use of each space should be to provide carnival style games (bowling, basketball shot, balloon pop, etc).
- Booths with promotional, commercial, informational, and/or retail products are not permitted.
- The sale of concessions (food or beverages) is **prohibited**.

### TICKET SALES & PROCEEDS:

- All sales will be by ticket only. Carnival booth operators are not allowed to accept cash.
- Tickets will be sold by the Town of Queen Creek.
- Tickets will be sold in 50 cent increments.
- Carnival Booth operators will choose the number of tickets to charge for their activity/game.
- Tickets should be turned in at the conclusion of the event. Booth operators will receive 50 cents for each ticket redeemed.
- Proceeds will be available for pick-up at the Library Recreation Annex (SE corner 21802 S. Ellsworth Rd) on Wednesday, Nov. 4, after 12 p.m.

### CARNIVAL BOOTH OPERATORS TO PROVIDE:

- Carnival booth operators must provide all necessary items needed to operate your game (tables, chairs, game, prizes/candy, decorations, etc). **Candy must be pre-packaged and available for inspection by Recreation staff.**
- Ticket pricing and game signage.

### SETUP/CLEANUP:

- Carnival booth operators may begin setting up at 2:00 p.m. on Saturday, Oct. 24. **All booths must be staffed and setup by 4:30 p.m.**
- Carnival booths must remain setup and running until the event ends at 9 p.m.
- Carnival booths are required to be open and staffed during event hours.
- Electricity and water will *not* be supplied.
- Seller shall clean up booth site and remove or dispose of trash at the conclusion of the event.

**Town of Queen Creek Recreation Services**

22350 S. Ellsworth Road • Queen Creek, Arizona 85242 480-358-3700 • FAX 480-358-3701



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Organization Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Name (on-site person): \_\_\_\_\_ Phone: \_\_\_\_\_

Booth Types	Quantity	Fee (Due Oct. 1)	Amount Due
Carnival Booth Space (10'x10' space)		\$10	

**Title of Game(s) for Booth(s):**

- 1. \_\_\_\_\_ 2<sup>nd</sup> Choice \_\_\_\_\_
- 2. \_\_\_\_\_ 2<sup>nd</sup> Choice \_\_\_\_\_
- 3. \_\_\_\_\_ 2<sup>nd</sup> Choice \_\_\_\_\_
- 4. \_\_\_\_\_ 2<sup>nd</sup> Choice \_\_\_\_\_
- 5. \_\_\_\_\_ 2<sup>nd</sup> Choice \_\_\_\_\_

I, (print your name) \_\_\_\_\_ as the authorized agent for the above named organization, agree to hold the Town of Queen Creek harmless for theft of, damage to, loss or destruction of merchandise, materials, equipment or personal property which I may have on the grounds of the event site. I also understand that the Town of Queen Creek will not be held responsible for sales, weather, or other unforeseen revenue losses and does not guarantee revenues or numbers of festival patrons. I also certify that the above named organization is in compliance with all state health regulations, and, if applicable, operations are appropriately permitted by Maricopa County. All applications are subject to acceptance by the Town of Queen Creek Recreation Services, which decision is final.

I understand that that my signature holds me responsible for the information included in the **Carnival Booth Information and Application**.

**I hereby state that I have read, understand and agree to comply with all event information and regulations. I understand that failure to abide by these rules could result in probation and/or exclusion from all future Town of Queen Creek events.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Mail payment and application to:**  
Town of Queen Creek Recreation Services  
Attn: Erica Perez  
22350 S. Ellsworth Road  
Queen Creek, AZ 85142

**Bring payment and application to:**  
Library Recreation Annex (SE corner entrance)  
Attn: Erica Perez  
21802 S. Ellsworth Road, Queen Creek, AZ  
7 a.m.-6 p.m., Monday through Thursday

**Checks, money orders or cashier checks must be made out to "Town of Queen Creek"** and must be received with this completed and signed application. Personal checks must include a phone number on the check and a valid driver's license number and expiration date in the upper right-hand corner of the check. There is a \$25 charge for all returned checks. Refunds will not be granted after Oct. 1. All spaces are issued on a first-come, first-served basis. Applicants will receive a full refund if not selected. The Town of Queen Creek Recreation Services reserves the right to select all vendors. Applications are accepted by mail or in-person. **Faxed and e-mailed applications will not be accepted.**