



# Hutchinson Ambassadors

Dear Vendor:

We are now accepting applications for the 2011 Taste of Hutchinson to be held September 16 and 17, 2011 in conjunction with the 37<sup>th</sup> Annual Hutchinson Arts & Crafts Festival in Hutchinson, MN. Each year, thousands of shoppers flock to this event to enjoy great shopping and delicious food! Enclosed is the vendor packet with all the necessary forms and documentation that are required for admission into the festival.

The Taste of Hutchinson adopted a change in format last year and will continue with the new format again this year. Please carefully read all information enclosed in this packet. Vendor space will be filled by review and selection by the Taste of Hutchinson Committee. Please note that space will not be reserved or guaranteed for past vendors. Applications must be completely filled out and returned with payment by the deadline in order to be considered. The application deadline is April 30, 2011.

**Important Information** - Vendors will be allowed to apply for **multiple** menu items again this year! However, there is a "per menu item fee" that will accompany any items above the single item that is included in your basic booth fee. The Hutchinson Ambassadors will not have booths in the festival, but they will have people available at all times for questions. This will once again allow vendors the opportunity to apply to include beverages on their menu. Please note the definitions for a "menu item" or "beverage" on the application form. In order to limit redundancy of food options, the Taste of Hutchinson committee has the right to select which menu items you will be allowed to sell. **"Beverages" will be allowed at multiple vendors and may be duplicated.**

If your application is accepted, you will be sent a vendor confirmation packet with complete event details.

Thank you for your interest in the Taste of Hutchinson and your prompt reply. If you have any questions regarding the application process please feel free to contact the Hutchinson Area Chamber of Commerce at 320-587-5252 or you may email [angela@explorehutchinson.com](mailto:angela@explorehutchinson.com).

Sincerely,

*Todd Brandel*

Todd Brandel  
Taste of Hutchinson Chair  
Hutchinson Ambassadors

*Jan Johnson*

Jan Johnson  
Taste of Hutchinson Vice Chair  
Hutchinson Ambassadors



# Hutchinson Ambassadors

## Booth Spaces Are Still Available at the Hutchinson Ambassador's Taste of Hutchinson September 16 & 17, 2011

**Applications will be accepted on a first-come, first-approved basis to fill the remaining openings.**

Vendors may apply for multiple food items.

**Duplicate food items will not be approved**, please list alternative food items if possible.

**Beverages** (including soda pop, bottled water, tea, coffee, hot cocoa, lemonade, ice tea, etc.) **may be listed as one item and MAY be duplicated by vendors.**

The following items have already been approved:

Baked Potato with Toppings  
Blended Ice Drinks  
Corn Dogs  
Cheese Curds  
Cheese Steak Sandwich  
Cotton Candy  
Deep Fried Javelin  
Deep Fried Pickle Wrap  
Fish Tacos  
Fresh Roasted Nuts  
Funnel Cake  
Gyro Sandwiches  
Hot Dogs  
Kettle Corn  
Marinated Steak Skewers  
Mini Donuts  
Mr. Rib BBQ Sandwich  
Onion Rings  
Pickle on a Stick  
Root Beer Floats  
Sausage cooked in Sauerkraut and Beer  
Shredded Beef Sandwich  
Skin on Fries with Toppings  
Taco Pies  
Turkey Croissants

**Please respond by June 30, 2011.**

If you have any questions, please contact the Hutchinson Chamber CVB Office  
at 320-587-5252 or email [angela@explorehutchinson.com](mailto:angela@explorehutchinson.com)



**Hutchinson  
Ambassadors**

# Taste of Hutchinson Food Vendor Application 2011

**September 16-17, 2011**

**Hutchinson, MN**



## Application Checklist

- { } Completed & Signed Application (page 2)
- { } Menu List with Pricing (page 3)
- { } Payment in Full
- { } MN Operator Certificate of Compliance

Application Deadline:

**April 30, 2011**

Return Application Packet to:

**Taste of Hutchinson  
2 Main Street South  
Hutchinson, MN 55350  
angela@explorehutchinson.com  
320-587-4752 (fax)  
320-587-5252 (phone)**

*Thank you for your interest in becoming a food vendor in the 37th Annual Hutchinson Arts & Crafts Festival and Taste of Hutchinson! Please take a moment to review this packet for complete details on how you can participate in this year's event.*

## General Festival Information

The Hutchinson Arts & Crafts Festival and Taste of Hutchinson will take place on Friday and Saturday, September 16th and 17th, 2011 in downtown Hutchinson, MN. Festival hours are from 10 am—6 pm on Friday and 9 am—4 pm on Saturday. This is an outdoor festival that will be held rain or shine. Annual attendance at the festival is estimated at over 10,000 for the weekend. Up to 20 booth spaces will be available for food vendors—depending on available space.

## Application Procedure

1. Complete the Food Vendor Application Packet and return by the April 30, 2011 deadline to be considered for participation in the festival.
2. The Taste of Hutchinson committee will review the applications and select which applications will be approved for space. The committee's decision is based on the needs of the festival and is final.
3. Vendors will be notified of their acceptance in a timely manner. Those accepted vendors will receive a confirmation packet, complete with space assignments and set up information in August 2011.

## General Rules & Regulations

1. All food vendors are responsible for their own booth set up (tent, trailer, etc.).
2. Use of generators must be approved by the Taste of Hutchinson Committee prior to the event.
3. No booth sharing is allowed.
4. Overnight security will be provided. However, each vendor is responsible for securing their booth. The Festival is not responsible for any loss or theft that may occur.
5. Vendors are responsible for removing any trash or food waste/products from their booth area. Vendors are expected to use the dumpsters, food composting bins, and oil bins that will be provided by the festival. Vendors are prohibited from dumping their waste products in the small waste bins that are available for customers.
6. Vendors must notify the festival immediately of cancellation. Refunds, minus a \$25 processing fee, will be issued for cancellations prior to June 1, 2011. No refunds will be given for cancellations after June 1, 2011.
7. Vendors will only be allowed to sell the menu items that are approved by the festival. If a vendor is found to be selling alternate items, they will be required to pay the \$100 per menu item fee during the festival and will be removed from participation in future Taste of Hutchinson events.
8. Vendors must abide by all regulations that are outlined by the State of Minnesota for Food Vendors.



# Taste of Hutchinson Food Vendor Application 2011

All information on this form is required.  
Incomplete applications will not be considered

Company Name: \_\_\_\_\_

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

Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

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

Contact person responsible for exhibit on-site with contact phone number:  
\_\_\_\_\_

**Liability Insurance Waiver:** \_\_\_\_\_

It is hereby agreed and understood that the vendor will carry the necessary licenses and insurance covering booths, equipment, and other property used by the vendor in Library Square, and/or on the streets and sidewalks of Hutchinson during the Arts & Crafts Festival and Taste of Hutchinson, September 16 and 17, 2011, and hereby exonerates the Hutchinson Area Chamber of Commerce, Convention & Visitors Bureau, the Hutchinson Ambassadors, all committees, the City of Hutchinson and officials and members of these names, from all liability of any nature while said business is conducted.

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

**Payment Information:** \_\_\_\_\_

Check (make payable to Hutchinson Ambassadors)

Cash or Money Order

Credit Card (Visa / MC / Discover)

Credit Card Number: \_\_\_\_\_ Ex. Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_

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

| Item  | Description   | Fee   |
|---|---|---|
| <b>A</b> Standard Booth                     | 15' wide x 10' deep<br>No electricity<br>Includes 1 Menu Item<br>Please list item on Menu List on page 3      | \$300   |
|   |   | <b>A Sub total: \$ 300</b>  |
| <b>B</b> Extra Space                        | <b>Available Sizes:</b><br>15' wide x 10' deep<br>10' wide x 10' deep<br>5' wide x 10' deep                   | ___ x \$300 = \$ ___<br>___ x \$100 = \$ ___<br>___ x \$50 = \$ ___ |
|   |   | <b>B Sub total: \$</b> _____  |
| <b>C</b> Additional Menu Items              | <b>All items must be listed<br/>On page 3 of the application</b>  | # ___ Menu Items x \$100 = \$ ___                                   |
|   |   | <b>C Sub total: \$</b> _____  |
| <b>D</b> Electrical Needs                   | <b>See Page 3 for Details</b><br># ___ 110 Volts (up to 2) x \$25 = \$ ___<br># ___ 220 Volts x \$50 = \$ ___ |   |
|   |   | <b>D Sub total: \$</b> _____  |
| <b>A</b> + <b>B</b> + <b>C</b> + <b>D</b> = |   | <b>Total Fee: \$</b> _____  |

# Taste of Hutchinson Food Vendor Application 2011

All information on this form is required.  
Incomplete applications will not be considered

## MENU ITEMS - PLEASE READ CAREFULLY!

Please list all menu items that you wish to apply for. Vendors will be selected based on the menu items listed below. To limit duplication, not all items listed may be approved. Please list at least **3** alternate menu items that you would consider selling.

**Menu Item** - any food item that would be listed and/or priced separately on your menu during the festival. You are not required to list special toppings (example: cheese, condiments, etc.) as separate menu items.

**Beverages**—If you intend to sell beverages in your booth, please list as follows:

**Pop, Water, or Hot Beverage**—may be listed as **1** menu item and may include any number of variations of pop, bottled water, hot beverage (tea, coffee, cocoa), iced tea, or lemonade.

**Blended Drink**—may be listed as **1** menu item and may include up to **3** varieties of smoothies, blended coffee drinks, milkshakes, or other specialty blended beverage.

| Menu Item | Selling Price |
|-----------|---------------|
| 1         | \$            |
| 2         | \$            |
| 3         | \$            |
| 4         | \$            |
| 5         | \$            |
| 6         | \$            |
| 7         | \$            |
| 8         | \$            |
| 9         | \$            |
| 10        | \$            |

Alternate Menu Items (please list at least 3 options):

|   |    |
|---|----|
| 1 | \$ |
| 2 | \$ |
| 3 | \$ |

## IMPORTANT ELECTRICAL INFORMATION

Please be advised that all vendors at festivals and events such as The Taste of Hutchinson are subject to inspection by the Minnesota State Electrical Inspector.

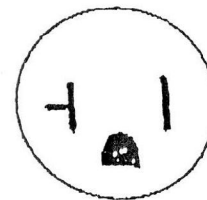
Each vendor is responsible for all costs associated with ensuring their booth will pass inspection. Requirements include an electrical panel board, GFCI protected receptacle, proper lighting – if necessary – and a minimum of 50 ft of heavy duty type S.O. extension cord (12 gauge minimum). If the State Electrical Inspector is present at the Taste of Hutchinson event, he will charge each vendor a \$35 inspection fee.

We have enclosed the MN Department of Labor & Industry's handout covering these requirements. Please take a moment to review the handout and take the means necessary to ensure that your food vending setup will meet all electrical requirements that are identified by the State of Minnesota. If the MN State Electrical Inspector is present at the Taste of Hutchinson, your booth will need to pass a state inspection in order to open for business. Many vendors will already have these electrical requirements satisfied. If you do not, your local electrician should be able to assist you, or you may be able to find equipment that you could rent for this event.

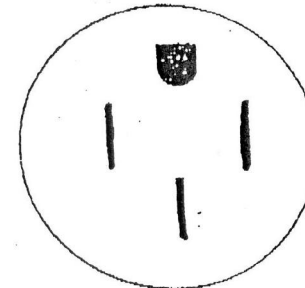
Power Connections are in limited supply. Please be as specific as possible in regards to your electrical needs for the Taste of Hutchinson.

You may request up to two (2) 110 Volt / 20 Amp connections. Multiple 220 Volt / 50 Amp connections will also be available. Please see diagram below for a visual representation of these connections.

**110 Volt / 20 Amp**



**220 Volt / 50 Amp**



If you have any questions regarding the electrical guidelines for the Taste of Hutchinson, please feel free to contact the Chamber CVB office at 320-587-5252.

# Attention Vendors

The State of Minnesota requires that all food vendors at events (like the Taste of Hutchinson) have a vending license.

If you do not have one, please contact:

Ben Ische  
Minnesota Department of Health  
Office: (507) 344-2710

Please specify if you are in need of a Special Event Food Stand License and have your food item information ready.

The license needs to be displayed in your booth during the Taste of Hutchinson.



# Operator Certificate of Compliance

Read the information on the back before completing this certificate. **Person selling at event:** Complete this certificate and give it to the operator/organizer of the event. **Operator/organizer of event:** Keep this certificate for your records.

**Do not send this form to the Department of Revenue.**

|                      |   |  |                         |                     |
|----------------------|---|--|-------------------------|---------------------|
| <b>Print or type</b> | Name of business selling or exhibiting at event |  | Minnesota tax ID number |                     |
|                      | Seller's complete address                       |  | City                    | State      Zip code |
|                      | Name of person or group organizing event        |  |                         |                     |
|                      | Name and location of event                      |  |                         |                     |
|                      | Date(s) of event                                |  |                         |                     |

|                         |  |
|-------------------------|--|
| <b>Merchandise sold</b> | Describe the type of merchandise you plan to sell. |
|                         |  |
|                         |  |

|  |   |
|--|---|
| <b>Sales tax exemption information</b> | Complete this section if you are not required to have a Minnesota tax ID number.  |
|  | <input type="checkbox"/> I am selling only nontaxable items.  |
|  | <input type="checkbox"/> I am not making any sales at the event.  |
|  | <input type="checkbox"/> I participate in a direct selling plan, selling for _____ (name of company), and the home office or top distributor has a Minnesota tax ID number and remits the sales tax on my behalf.   |
|  | <input type="checkbox"/> This is a nonprofit organization that meets the exemption requirements described below:<br>_____ Candy sold for fundraising purposes by a nonprofit organization that provides educational and social activities for young people primarily aged 18 and under (MS 297A.70, subd. 13[a][4]).<br>_____ Youth or senior citizen group with fundraising receipts of \$10,000 or less per year (MS 297A.70, subd. 13[b][1]).<br>_____ A nonprofit organization that meets all the criteria set forth in MS 297A.70, subd. 14. |

|                  |  |                         |
|------------------|--|-------------------------|
| <b>Sign here</b> | <i>I declare that the information on this certificate is true and correct to the best of my knowledge and belief and that I am authorized to sign this form.</i> |                         |
|                  | Signature of seller  | Print name here         |
|                  | Date   | Daytime phone<br>(    ) |
|                  |  |                         |

**PENALTY** — Operators who do not have Form ST19 or a similar written document from sellers can be fined a penalty of \$100 for each seller that is not in compliance for each day of the selling event.

# Information for sellers and event operators

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Operators/organizers of craft, antique, coin, stamp or comic book shows; flea markets; convention exhibit areas; or similar events are required by Minnesota law to get written evidence that persons who do business at the show or event have a valid Minnesota tax ID number.

If a seller is not required to have a Minnesota tax ID number, the seller must give the operator a written statement that items offered for sale are not subject to sales tax. All operators (including operators of community sponsored events and nonprofit organizations) must obtain written evidence from sellers.

## **Sales tax registration**

To register for a Minnesota tax ID number, call 651-282-5225.

A registration application (Form ABR) is also available on our website at **[www.taxes.state.mn.us](http://www.taxes.state.mn.us)**.

## **Information and assistance**

If you have questions or want fact sheets on specific sales-tax topics, call 651-296-6181. TTY: Call 711 for Minnesota Relay.

Most sales tax forms and fact sheets are also available on our website at **[www.taxes.state.mn.us](http://www.taxes.state.mn.us)**.

For information related to sellers and event operators, see Fact Sheet #148, *Special Event Exhibitors and Operators*.

We'll provide information in other formats upon request to persons with disabilities.

# AN OVERVIEW OF ELECTRICAL CODE REQUIREMENTS

**Article 510 - Amusement Rides, Games, and Similar Structures**

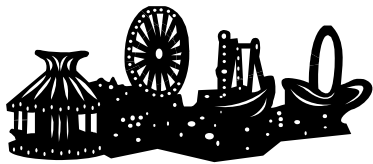
*It is the responsibility of each exhibitor or user of electrical equipment to make arrangements for an electrical inspection.*

**510.3 Listing** All electrical equipment shall be listed and labeled. Equipment shall be installed and used in accordance with that listing. Damaged or defective electrical equipment shall be repaired or replaced.

**510.21 Disconnects** Every tent, ride, concession unit, game or similar attraction shall be provided with a fused disconnect switch or circuit breaker located within sight of and within 6 feet of the operator's station. The required disconnect shall consist of no more than six enclosed, fusible switches or circuit breakers. Fuse-holders with switches mounted on box covers and switch controlled multi-outlet strips are not acceptable. Enclosures for disconnect switches and circuit breakers installed outdoors must be rainproof unless otherwise protected from the weather by location.



**510.20 Portable Cords** Portable cords shall be size 12 or larger Type G, PPE, S, SE, SEO, SEOO, SC, SCE, SCT, SO, SOO, ST, STO, STOO, W or other types identified for extra-hard usage, and must be of the grounding type. The cord type is printed or embossed on approved cords. Two-wire cords are not allowed. Cables with a "J" in the type designation (such as Type SJT) are junior-hard-service rated and are not permitted where subject to physical damage. When used outdoors, cords shall be listed for wet locations and be sunlight resistant, unless they are an integral part of listed portable equipment. All cords shall be continuous and contain no splices. Repair of the cord outer jacket only may be done with heavy-wall heat-shrink tubing with proper adhesive or by a vulcanizing process.



**510.6 Mechanical Protection** Wiring in and on rides, concessions and other units shall be provided with mechanical protection where subject to physical damage. Flexible cords and cables run on the ground shall be approved for extra-hard usage and shall be routed and arranged to minimize the tripping hazard. Cords and cables may be covered with approved non-conductive mats. Mats shall be self-weighted to minimize movement and drape over cords and cables.

**510.13 Wiring** All permanent wiring installed on or within a structure or concession trailer shall be an approved wiring method installed according to the requirements of the National Electrical Code. Wiring for an amusement ride, attraction, tent, or similar structure shall not be supported by any other ride or structure. Hollow framing spaces within a structure shall not be used as a raceway or as an enclosure for electrical equipment.

**240.20 & 240.22 Current Rating** Motors and lighting circuits shall have separate fuses or circuit breakers. Lighting circuits shall be protected at no more than 20 amperes. Motors shall be protected at not over 125% of full load current or shall be thermally protected. All cords, cables and equipment must be protected from overcurrent by properly sized fuses or circuit breakers.

**510.31 Grounding** Equipment grounding conductors shall be run with all feeders and branch circuits. Exposed metal parts of electrical equipment shall be bonded, and if cord connected, the cord shall have a grounding conductor and grounding type attachment plug. Equipment that is listed and labeled as double insulated is permitted. All grounding conductors in an enclosure shall terminate in a common grounding bus or lugs. The equipment grounding bar or lug(s) shall be secured to the electrical enclosure with screws or bolts used for no other purpose. Sheet metal screws shall not be used to connect equipment grounding conductors to enclosures. Equipment grounding conductors shall be isolated from grounded circuit conductors.

**510.11 Sources** Where multiple separately derived systems or services or both supply rides, games, attractions or other structures that are separated by less than 12 feet, all sources shall be bonded to the same grounding electrode system.

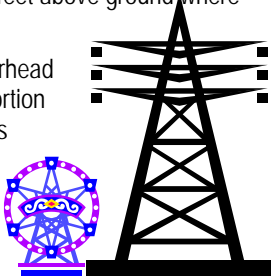
**510.23 Ground Fault Protection** All 125-volt, single phase, 15- and 20-ampere receptacle outlets that are in use by personnel shall have listed GFCI protection. Manufactured cord sets incorporating listed ground-fault circuit-interrupter protection for personnel shall be permitted. Egress lighting shall not be connected to the load side of a ground-fault circuit-interrupter device.

**510.3 Attractions Containing Water** Attractions utilizing pools, fountains and similar installations with contained volumes of water shall be installed per applicable the requirements of NEC Article 680.

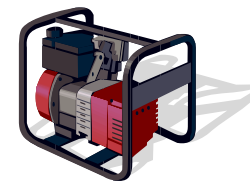
**510.3 Audio and Amplification** The requirements of NEC Article 640 shall apply to the wiring and installation of audio signal processing, amplification and reproduction equipment.

**510.21 Lighting** Overhead lighting may be installed with approved Type SO cord sets. Open single conductors are not acceptable. Wiring for temporary lighting, where installed inside tents and concessions, shall be securely installed and shall be protected from accidental breakage by a suitable fixture or lamp-holder with a guard. Each end of a string of lights shall terminate in an insulating block or knob. Festoon lighting or cord sets shall be installed at least 10 feet above ground where accessible to the public.

**510.5 Clearance** A clearance of 15 feet in any direction shall be maintained from overhead conductors operating at 600 volts or less and any portion of an amusement ride or attraction. No portion of an amusement ride or attraction may be located under or within 15 feet horizontally of conductors operating at over 600 volts.



**510.21 Receptacles** Receptacle outlets shall have the proper rating for the circuit amperes, voltage, and number of phases. All receptacles shall be grounded by an equipment grounding conductor installed with the circuit conductors. Unless otherwise protected from the weather, receptacles and switches used outdoors must be protected from rain by weatherproof covers. The grounding prong shall only be used for grounding. Cord and cable plugs and receptacles shall not lie on the ground. Where single-pole separable connectors are used, they shall comply with 530.22.



**445.13 Generators** Generators or other power supply units and the associated electrical distribution cords and panelboards must be inspected at each engagement during the season. The conductors from the generator terminals to the first overcurrent device shall not be less than 115 percent of the nameplate rating of the generator. To establish ground, the neutral terminal in the service equipment, transformer truck, or generator shall be connected to an approved grounding electrode system with an insulated, flexible, stranded grounding electrode conductor sized not smaller than 4 AWG. This conductor shall be installed without splice from the grounding terminal to the last grounding electrode shall be connected with approved clamps. Generators that supply only loads connected directly to receptacle outlets mounted on the generator and where the equipment grounding terminals of the receptacles are bonded to the generator frame shall not be required to be connected to a grounding electrode system.

*NOTE: This information is not intended to be your only electrical information resource. Additional information and knowledge are necessary for an electrical installation that complies with the National Electrical Code and is free from fire and electric shock hazards.*

## FREQUENTLY ASKED QUESTIONS

### 1. What is the responsibility of the Department of Labor & Industry?

Per Minnesota Statutes 326.244, the Department has the responsibility for inspection of all electrical wiring and equipment for transient events such as carnivals, circuses, festivals, production sites and road construction projects. Portable generators and distribution shall be inspected at each setup. Each ride, concession or similar unit shall be inspected at or before its initial operation each season. Equipment shall be in compliance before it is energized and put into use.

### 2. What is the responsibility of the user?

Users of portable power systems are responsible for notifying the department or the inspector sufficiently in advance to permit completion of the inspection, the correction of code violations, and re-inspection if necessary.

### 3. Is inspection of equipment necessary before the unit can be energized or used?

Equipment shall not be energized until it has been inspected and approved.

### 4. Does the Department of Labor & Industry perform electrical inspections in all areas of the state?

Our inspectors make electrical inspections statewide, except in cities that have made provisions electrical inspections within their jurisdiction. A list of all electrical inspectors and contact information is available at the website, [www.electricity.state.mn.us](http://www.electricity.state.mn.us)

### 5. How do I request an electrical inspection?

The request for electrical inspection form is completed and the appropriate inspection fee collected at the time of the inspection.



### 6. Do I need an inspection every year?

An initial inspection is required at or before the first setup each season. Portable generators with distribution shall be inspected at each setup.

### 7. Can the inspection be requested and made before the first appearance of the season?

Inspections of concession trailers can be arranged in advance by contacting the local inspector directly or the Department of Labor & Industry. Inspections can be made at any mutually agreeable time and location.

### 8. What if there are code violations?

Identified code violations are documented on an inspection report form and a copy is provided to the user of the equipment. Equipment shall be in compliance before it is energized and put into use.

### 9. Are there restrictions about who can do electrical work?

The installation, repair and correction of code violations of all on-site electrical wiring shall be done by licensed electrical contractors. Owners are not allowed to do any electrical wiring once the equipment is on-site. Persons other than licensed employees of electrical contractors are limited to plugging portable equipment into receptacle outlets.



### 10. How is the equipment marked to indicate that it has passed inspection?

When equipment is in compliance, an inspection sticker is placed on the equipment with the date of inspection and the inspection number. The owner's copy of the inspection form is another record of compliance, which should be kept with the equipment for the remainder of the season.

### 11. Are special inspections required for amusement rides?

Amusement rides must be inspected by a level II or III AIMS or NAARSO certified amusement ride inspector in the same calendar year and prior to July 1<sup>st</sup> or the first operation in Minnesota, whichever is later.

### 12. How much does an electrical inspection cost?

The inspection fee for each generator or source of supply is:

|                         |       |
|-------------------------|-------|
| 0 to 400 amp capacity   | \$35  |
| 401 to 800 amp capacity | \$60  |
| Above 800 amp capacity  | \$100 |

In addition to the generator inspection, there shall be an inspection of all feeders and distribution equipment at each setup. This fee is at the \$80 hourly rate with a one-hour minimum charge.

The inspection fee for each amusement ride, device, concession, attraction, or similar unit with a supply up to and including 60 amperes is \$35.

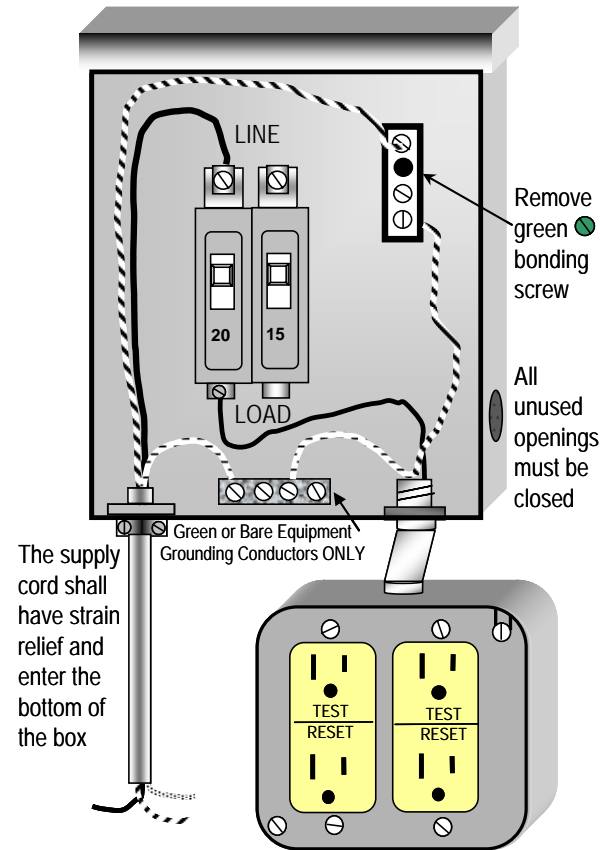
The fee for inspection of a unit with a supply over 60 amperes is \$40.

In addition to the above fees, inspections made on Saturdays, Sundays, holidays, or after regular business hours will be charged at the \$80 hourly rate with a one-hour minimum charge.

If re-inspection of corrections is necessary, there is a \$35 charge for each re-inspection.

Inspection fees must be paid in cash or check. Credit cards are not accepted.

This diagram shows an example of an acceptable disconnecting switch for a typical concession unit.

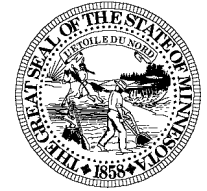


The supply cord shall have strain relief and enter the bottom of the box

The disconnect may be permanently installed within a concession stand or mounted to a portable backboard.

The fused disconnect switch must be mounted in the upright position and shall be rainproof if exposed to weather.

The 120 volt, 15 and 20 amp receptacles must have ground-fault circuit-interrupter protection for personnel.



[www.electricity.state.mn.us](http://www.electricity.state.mn.us)

## REQUIREMENTS FOR PORTABLE & TEMPORARY ELECTRICAL POWER DISTRIBUTION

This brochure contains important information regarding electrical licensing, electrical inspection, and the requirements of the National Electrical Code for carnivals, circuses, fairs, festivals, and similar transient projects that employ portable or temporary electrical power distribution.

443 Lafayette Road North  
Saint Paul, Minnesota 55155-4342  
Voice 651-284-5026  
Fax 651-284-5749  
TTY 651-297-4198  
Toll Free 1-800-DIAL-DLI  
800-342-5354