



To Whom It May Concern:

**Re: Letter of Intent – 7<sup>th</sup> District Agricultural Association Carnival Operator**

The Monterey County Fair is seeking interested Carnival Operators to reply via written response to this request. The Carnival Operator will continue the operation of a full featured midway at annual Monterey County Fairs, of a comparable or greater quality of Carnivals conducted by former operators.

Future Carnival midways will include without limitation the latest, safest and most popular rides, games and food concessions as well as support equipment including but not limited to ticket boxes, generators, rest areas, etc. The carnival will also include a trained, experienced and cooperative management staff to oversee safety, marketing, customer service and promotions.

Upon receipt of a letter stating intent to bid by carnival operators, the Monterey County Fair intends to issue a Request for Proposal (RFP). The successful Carnival operator will then enter into a contract to provide the carnival operation at the Monterey County Fair for a period of 5 (five) years (2022-2026) with a five-year option.

Any carnival operator wishing to respond must be listed on CA Fair Services Authority's "Carnival Master Insurance List".

**GENERAL INFORMATION:**

1. Fair Dates: The 2022 7<sup>th</sup> D.A.A. Fair is scheduled to operate for 5 days. The dates for 2022 are Thursday, September 1 – Monday, September 5. Like dates for following years.
2. Fair Hours: Thursday and Monday 12:00 Noon until 10:00 p.m. Friday -Sunday closure at 11:00 p.m.

**REQUIRED DOCUMENTS TO BE SUBMITTED:**

1. Provide a letter stating name of Carnival, owner(s) names and contact information.
2. Provide proof of current General Liability Insurance coverage per requirements of the State of California for Carnival operators.

Please address response to:

Monterey County Fair  
Chris Garmon, Deputy Manager  
2004 Fairground Road  
Monterey, CA 93940

Or you can email to [chris@montereycountyfair.com](mailto:chris@montereycountyfair.com)

Responses must be received no later than **4:00 PM December 10, 2021**. Responses received after this deadline will not be considered.

Sincerely,

Chris Garmon  
Deputy Manager