

## Courtesy of Porterville Fairgrounds

2700 W. Teapot Dome Avenue

Porterville, CA 93257-9442

Office / 559.781.6582 Fax / 559.781.4233

Website: [www.portervillefair.com](http://www.portervillefair.com)

Email: [info@portervillefair.com](mailto:info@portervillefair.com)

### Licensing & Notification Checklist

**It is each Event Licensee and/or Vendor's responsibility to obtain all necessary licensing, permits, and notifications for participating at any event held at the Porterville Fairgrounds (including the annual FAIR) within each of the individual agencies' timeline requirements.**

### **Insurance Mandatory for ALL: Event Licensees and Vendors**

#### **Certificate of Liability Insurance & Endorsement Page**

*Insurance coverage must list all dates Licensee is onsite*

(Both documents turned into FAIR Office 10 Business Days PRIOR to event and **must** be written as follows)

Evidence of liability insurance with a combined limit of \$1,000,000.00

Additional insured is the Tulare County Junior Livestock Show and Community Fair, aka The Porterville Fair, including its' Officers, Directors, Agents, and Employees with respects to operations located at:

2700 W. Teapot Dome Avenue

Porterville, CA 93257-9442

559.781.6582

**To Purchase Special Event Insurance – Please Contact – RVNA Insurance: 1.800.364.2433  
Or your personal homeowners/ranch/business insurance accepted. Must include language above.**

### **Tulare County Health & Human Services Agency**

Sonia Carranza R.E.H.S.

Office / 559.624.7400

Email: [scarranz@tularehhssa.org](mailto:scarranz@tularehhssa.org)

Website: [www.tularecountyeh.org](http://www.tularecountyeh.org)

Fees & Paperwork accepted at:

5957 S. Mooney Blvd.

Visalia, CA 93277

**You will need to contact if you are Selling, Cooking and/or Serving Food Products  
(including Prepackaged Food Products)**

### **California Department of Alcohol Beverage Control License Applications**

Office / 559.225.6334 Fax / 559.225.8740

1330 B East Shaw Avenue

Fresno, CA 93710-7902

Email: [Fresno@abc.ca.gov](mailto:Fresno@abc.ca.gov)