



Concessions by Cox, Inc.
Catering by Cox
CC Event Productions, Inc.

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www.cc-events.org

Dear Concessionaire,

Concessions by Cox and the Cox Family invite you to join us in 2012 as a subcontractor for numerous events throughout the United States.

The Cox Organization sublets food spaces due to numerous reasons: number of events on the same dates, the need for ethnic foods or foods we don't offer as well as the need to offer duplicate menus for larger events. In these cases, we welcome assistance from high quality, professional concessionaires.

We will be announcing new events and more opportunities in the future, including exciting new opportunities! At the present we are taking applications for the attached events.

If you are interested in these events or would like to be on our event mailing list, please fill out the attached application and return to our Columbus, Ohio office. All events will be booked out of Ohio, regardless of where the event takes place. Once your application is accepted and your deposit has been paid, the Ohio office will put you in contact with the Cox event manager for each event booked.

Even if you have purchased your trailer from us or sublet with us last year, you still need to complete an application for this year, 2012. (Yes, we have new and used trailers for sale.)

Due to the large number of events we have booked in 2012, we will not send out a master event list as we have done in the past. We will only send information periodically or for the events we are subcontracting. All subcontracts are issued on a first come, first served basis pending approval of your application and payment of your deposit.

Please find the attached application (you must return if you are interested in subcontracting with us in 2012) as well as a list of events we are presently taking applications for.

We sincerely wish you a successful season in 2012. If you have any questions, please contact Beth Horn at **ohio@cbycox.com** or **614.297.0735**.

Sincerely,

Charles G. Cox

Teresa Cox-Hickey

Small Enough for Personal Service but Large Enough to Make Your Event a Success!



Concessions by Cox, Inc. 2012 Sublet Application



Please complete the following information in entirety. You must also include a current picture of your concessions set-up(s).

GENERAL INFORMATION		
Company Name:		
Contact Name:		
Street Address:		
City:	State:	Zip Code:
Phone #:	Mobile #:	Fax #:
Email Address:		
Event Manager Name:		Event Manager Mobile #:

REQUIREMENTS/MENU/SPECS			
Type of Concessions Set-up (Circle one)	Trailer	Tent	Other
Size of Concessions (Include awnings, tongue, marquees and etc.)	Length:	Width:	Height:
Electric Requirements (Subject to change per event)	Volts:	Amps:	Phase:
Proposed Menu and Pricing (Must be approved by Concessions by Cox and sold at suggested minimum pricing):			
What side of your set-up do you serve from? (Circle one)*	Front	Side	Both
* Please be advised, you must provide a picture or diagram of your concessions set-up reflecting your service window locations			
Do you require water? (Circle one)		Yes	No
Do you require water holding tank (Circle one)		Yes	No
Do you require sewage tank (Circle one)		Yes	No
If you answered yes to needing sewage tank, please specify size capacity in gallons:			
* Please be advised, absolutely NO grease or oil is to be dumped on Grounds or in Sewer Drains			
Do you need camping? (Circle one)		Yes	No
If yes to camping, please specify the following	Size:	Volts:	Amps:
Do you require water for camping? (Circle one)		Yes	No
Do you need placement for a stock truck? (Circle one)		Yes	No
If yes to stock truck, please specify the following truck specs	Length:	Width:	Height:
Stock Truck Electrical Requirements (If necessary)		Amps:	Phase:
* Additional charges may apply for stock truck placement based on event and location			

SPONSORED PRODUCTS
* If event has a sponsored brand of soda, water or ice, you will be expected to support that sponsored product.

GOING GREEN/BIODEGRADABLE PRODUCTS
<p>The Cox Organization recognizes the positive impact we can make on the environment. By integrating environmental considerations into purchasing and operational decisions, we hope to set an example for our colleagues and ultimately change the standard in the special event industry, while at the same time reducing our environmental footprints. We require your cooperation in the following areas, and encourage you to exceed these minimum guidelines. For ideas, purchasing and general information regarding environmental procedures and products, please contact us at 614.297.0735:</p> <ul style="list-style-type: none"> Useage and support of biodegradable "paper" products Separation of trash and recycling and placement of each in it's appropriate container, roll-off or dumpster Flattening of all cardboard and placement in the appropriate container, roll-off or dumpster Disposal of grease in the appropriate container, for bio-fuel conversion

GOING GREEN/BIODEGRADABLE PRODUCTS CONTINUED

- Where applicable, collection of pre-consumer food waste and placement of said waste in appropriate location for composting

*** We strongly encourage you to support local food banks if you have leftover, edible food – for contact information, call 614.297.0735**

SUPPORT OF LOCAL FARMERS AND BUSINESSES

*** We strongly encourage you to support local agriculture and commerce in the following areas, and hope you choose to exceed these minimum guidelines. For ideas, purchasing and general information, please contact us at 614.297.0735:**

- Purchase your meat from local farmers
- Support local suppliers
- Support local travel and entertainment facilities
- Support local staffing organizations and/or local volunteer organizations if additional staff is needed

ANTI-DISCRIMINATION POLICY/ACCOMODATION OF HANDICAPPED INDIVIDUALS

*** As a sublet, you and your staff represent the Cox Organization – we therefore require your complete cooperation in respect to customers with disabilities. With just a few, minor considerations/adaptations, your operation can be more accessible to people with disabilities. Please adhere to the following guidelines regarding handicapped access/service:**

- At least one of your serving “windows” should be no higher than 36” to accommodate wheelchairs
- Any/all aisles should be a minimum of 36” wide to allow wheelchair mobility
- Display your merchandise in a way that is visible to people of all heights and those seated in wheelchairs
- Custom flooring may require ramps for wheelchair accessibility

Please adhere to the following guidelines regarding service to the visually-impaired or blind:

- If you become aware that a customer is blind, speak directly to the person who is impaired, not to their companion
- Try acquiring one’s name when serving a blind customer – this reinforces the direction of the conversation
- Communicate your actions to the visually-impaired – let them know what you’re doing, when you’re doing it and describe what you’re offering
- Be prepared to read your menu aloud, including prices and description of each menu item
- Describe the placement of their purchases as you place them on the counter in terms of the hours on a clock
- Be sure to count one’s change, stating what denomination(s) you are giving them as you count it

Please adhere to the following guidelines regarding service to the hearing-impaired or deaf:

- Do not shout, or speak louder than you normally would
- Communicate directly to the hearing-impaired customer, not their companion
- Speak clearly, slowly and expressively

Please adhere to the following guidelines regarding service to speech-impaired individuals:

- Be patient and encouraging – don’t rush!
- Ask questions requiring minimal words to answer (i.e. “yes/no” questions or one-answer questions)

MISCELLANEOUS

What is the estimated, average number of employees will you have working at the event?				
Are you prepared to serve either Pepsi or Coca-Cola, depending on location? (Circle one)			Yes	No
What is your soda preference? (Circle one)			Pepsi	Coca-Cola
Primary method of serving soda (Circle one)	Pre-mix	Post-mix	20 oz. Bottles	Other _____
Are you willing to wear event designated or Cox designated shirt/hat? (Circle one)			Yes	No
Are you willing to put a deposit down on event or Cox designated shirt/hat (Circle one)			Yes	No
Are you a member of any Trade Associations (i.e. NICA, IAFE, OABA)? (Circle one)			Yes	No
If yes to the above, which ones?				
* Please note, if you plan to participate in any of our Ohio Expo Center events, we prefer you become a member of IAFE for a fee of \$195.00 – for an application, please call us at 614.297.0735				

DEPOSIT

* Minimum deposits are required at time of application in order to be considered for the event		
Do you understand the concept of <i>Guarantee vs. Percentage Fee</i> ? (Circle one)	Yes	No

BOOKING/FEEES

Please list all events you are interested in booking in the spaces below. Event costs vary based on event/location. Please review all information carefully. Locations are sold and reserved on a first-come, first-served basis.

Event:	Fee:	Deposit:
Event:	Fee:	Deposit:
Event:	Fee:	Deposit:
Event:	Fee:	Deposit:
Event:	Fee:	Deposit:
Event:	Fee:	Deposit:
Event:	Fee:	Deposit:
Total Fees/Deposits:	Fees:	Deposits:

PAYMENT INFORMATION

Name as it appears on card:		
Credit card number:	Expiration date:	
Amount being charged to credit card:	Billing zip code:	
If paying by check, specify check number:	If paying by check, specify check amount:	

COMPLIANCE AGREEMENT

*The undersigned agrees to abide by all rules and guidelines outlined in this application, as well as site-specific instructions such as opening and closing hours, recycling and trash removal, pricing, dress code, and etc. Full payment is due with application. No space will be allocated without full payment. Full refund will accompany any denied applications. **THERE WILL BE NO REFUNDS ON ACCEPTED APPLICATIONS.** Applicant agrees that all information provided is true. Listing any false information on this document may disqualify you from participating in the event.*

Signature:	Date:
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Please Return Application to:

Concessions By Cox, Inc.

717 E. 17th Avenue

Columbus, OH 43211

614.297.0735 phone

614.297.0758 fax

ohio@cbycox.com

We also SELL – New and Used Trailers!

If necessary, please offer your suggestions as to how we can serve you and the general public better in the space provided below. Your information is appreciated.



We are now booking the following 2012 events, please call 614.297.0735 for more information:

Charleston XFest	Charleston, South Carolina	TBA
Equine Affair	Columbus, Ohio	April 12-15
Kentucky Derby Festival	Louisville, Kentucky	April 21-May 5
Thunder over Louisville	Louisville, Kentucky	April 21
Kansas City RockFest	Kansas City, MO	May 12
Dayton Cycle Races	Dayton, Ohio	TBA
Country Concert	Ft. Laramie, Ohio	July 5-7
Good Guys PPG Nationals	Columbus, Ohio	July 6-8
Ohio State Fair	Columbus, Ohio	July 25-August 5
Montgomery County Fair	Dayton, Ohio	August 29-September 3
Nashville Buzzfest	Nashville, Tennessee	TBA
XFest	Dayton, Ohio	September 16
Columbus Oktoberfest	Columbus, Ohio	September 28-30
Quarter Horse Congress	Columbus, Ohio	October 9-28

We are continuously adding events to our annual calendar – please call 614.297.0735 for more information, or send an Email to ohio@cbycox.com