

The NAS Oceana Air Show is the U.S. Navy's largest open house event, attracting more than 300,000 visitors annually to the Navy's East Coast Master Jet Base in Virginia Beach, Virginia. This year's show, scheduled for September 16 – 17, 2023, celebrates 50 years of Women in Naval Aviation. The NEX offers food, beverage and retail vendors as well as other businesses the opportunity to sell their products to visitors during the Air Show weekend.

The NAS Oceana Air Show has grown from its modest beginnings in 1953 into one of the largest special events in Virginia. It is regularly recognized in North America among the Top 10 Events in the Southeast and Top 100 in the United States.

- Attendance: Approximately 340,000
 - Duration: 2 days, September 16-17, 2023
 - Setting: NAS Oceana, Virginia Beach, Virginia; a great time of year for beautiful weather in Virginia
 - Cost/Benefit Ratio: Less than \$0.01 per impression
 - Tangible Benefit: Personal, one-on-one contact with prospective clients and customers
 - Intangible Benefit: Participation in and association with a deserving military community
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Product types/concepts that will not be permitted for sale at the NAS Oceana Air Show include, but are not limited to, politics, religion, psychic readings, animals, tobacco products (including vape), CBD, Hemp products and alcohol.

FOOD VENDOR/CONCESSIONAIRE: Must make and sell products onsite or make at a Virginia Health Inspected establishment to sell onsite.

NON-FOOD VENDOR/CONCESSIONAIRE: Must provide/sell a tangible good onsite that a visitor can take with them.

EXHIBITOR/CONCESSIONAIRE: Must sell a good or service that a visitor CANNOT take away with them (i.e., must be purchased and/or received at a later date - including but not limited to gutter guards, spas, time shares, etc.)

IMPORTANT INFORMATION & FREQUENTLY ASKED QUESTIONS

Important Vendor/Concessionaire/Exhibitor Dates

March 28, 2023: Online Applications Open

May 31, 2023: Application Deadline; Completed registration due to NEXCOM POC

August 11, 2023: All Fees and Documentation Deadline to include signed contract, proof of liability insurance, proof of temporary business license and attendee information for base access. Menu prices and products finalized. No changes to the menu will be allowed after this date.

September 1, 2023: Booth location and base access notifications sent to vendors/concessionaires/exhibitors.

General Event Information

Overall Air Show Hours:

Saturday, September 16, 2023, from 8:00 AM – 5:00 PM

Sunday, September 17, 2023, from 8:00 AM – 5:00 PM

Pricing:

NOTE: If selected, only the products listed on the submitted vendor/concessionaire/exhibitor application will be considered for retail at the 2023 NAS Oceana Air Show. The specific items a vendor/concessionaire/exhibitor will be allowed to sell will be listed in the acceptance letter/contract. The following criteria will be used in determining category, space size, fee and location:

Non-Food Vendor/Concessionaire or Exhibitor:

10' x 10' - \$500

20' x 20' - \$1,500

Food Vendor/Concessionaire: Tent Operation

20' x 20' - \$3,000

Food Vendor/Concessionaire: Truck or Trailer Operation

Food Truck - \$3,000

Tents: Tents, tables and chairs will NOT be provided. Vendor/concessionaire must provide their own.

Note: Personal generators will NOT be allowed on the flight line.

Rental Equipment

If a tent, chairs, tables, etc. are needed *prior to the NAS Oceana Air Show*, contact Affordable & Luxury Event Rentals at (757) 428-8368 or <https://www.affordabletent.net/>.

Base Access

Information, directions and map to follow on/about July 15, 2023.

Parking

Information and map to follow on/about September 5, 2023.

Security

The NAS Oceana Air Show will have roving and stationary security for the event to monitor and maintain safety. The flight line will be secured after Air Show hours. Air Show security presence begins Thursday, September 14 and ends Sunday, September 17, 2023. Vendors/concessionaires/exhibitors must ensure that proper precautions are taken in securing their operations, as the NAS Oceana Air Show is not responsible for any lost, destroyed, or stolen items.

Weather

NAS Oceana Air Show weekend is generally a rain or shine event. Every reasonable effort will be made to conduct the Air Show as scheduled. Base leadership, in coordination with weather officials and other resources, will closely monitor weather conditions before and during events. If weather or other circumstances exist or develop, that in the opinion of the NAS Oceana Air Show would present serious hazards to life or property, Air Show events, in whole or in part, may be adjusted or cancelled at the sole discretion of the NAS Oceana Air Show. Only if the entire Air Show is cancelled, will applicants receive a space fee refund. There will be no pro-rated or partial refunds.

COVID-19 Information

NAS Oceana, in coordination with the Commonwealth of Virginia and City of Virginia Beach, will closely monitor any concerns regarding the Coronavirus (COVID-19). The Air Show will abide by all Department of Defense, Department of the Navy, Commonwealth of Virginia and City of Virginia Beach mandates on health, safety, social and physical distancing protocols. All vendors/concessionaires/exhibitors will be required to adhere to applicable mandates within their booth space and provide their own protective products, etc., as necessary.

If the Air Show is cancelled due to the Coronavirus (COVID-19) restrictions implemented by the Department of Defense, Department of the Navy, Commonwealth of Virginia and/or the City of Virginia Beach, vendors/concessionaires/exhibitors will receive a full refund of booth fees. There will be no pro-rated or partial refunds.

Booth Signage

All menus and pricing must be prominently displayed during the duration of the Air Show and must be submitted for approval with the application. No changes to the menus or pricing are permitted after initial application submission. No price increases are permitted for the duration of the Air Show.

Menu signs (22"X28") will be provided as part of the registration fee. To ensure accurate signage, food descriptions must be very detailed. For example, if a platter is being offered, provide all the components. Proofs will be sent for vendor/concessionaire/exhibitors approval prior to printing.

BOOTH SIGNAGE: PRODUCT PRICE LIST/MENU



- Menus and pricing must be prominently displayed in booths for all visitors to clearly view, as shown above.
- No price increases are permitted for the duration of the Air Show. This will be closely monitored.

Electricity, Water, Trash & Waste

ELECTRICITY

- There will be access to electricity during the event. No personal generators will be allowed on the flight line.

WATER

- Water will be available from water buffalos strategically placed on the flight line. A map of these locations will be provided at the time of check in at the Air Show.

TRASH

- All trash must be put in contractor-grade, 3MM-thick garbage bags. Do not use the lightweight ones as they will split.
- Ensure all cardboard boxes are cut along the seams, folded flat and stacked neatly.
- **DO NOT CRUSH THE BOXES - FOLD THEM.**
- Take cardboard boxes and bags of garbage to the closest designated dumpster location on the flight line, identified by a Green Sign noting "VENDOR TRASH."
- A map of these dumpster locations will be provided at check in.

- DO NOT USE the trash cans provided for visitors.



GREYWATER / WASTEWATER / WASTE VEGETABLE OIL

- Large grey or black wastewater containers will be strategically located on the flight line and marked with a Blue Sign noting, "GREY WASTEWATER."
- Only grey, wastewater or waste vegetable oil should be put in these containers.
- If the container is full, take the WVO to the next closest grey wastewater location. Notify Air Show personnel about any full containers.
- A map of these locations will be provided at check in.



CLEANLINESS

The NAS Oceana Air Show is proud to offer high-class, appealing concessions to its visitors.

Open air events always present a few challenges and clean up afterward is certainly one of them. Vendors/concessionaires/exhibitors must ensure the flight line and NAS Oceana remain clean throughout the weekend.

Some specific areas of concern from previous Air Shows:

- WASTE GREASE AND COOKING OIL - must be discarded in the containers in which it came, in the receptacle provided or by the concessionaire.
- OIL/GREASE STAINS ON THE FLIGHT LINE - must be avoided and/or cleaned by the vendor/concessionaire.
- CARDBOARD – must be broken down and flattened for pick up. Do not crush the boxes.

The Air Show will review each concession space at end of the event. If it is determined that the condition of the site has been left sub-par, and that all that could be done to clean it was not completed - a cleaning fee (minimum of \$250) will be imposed on the

vendor/concessionaire/exhibitor and the opportunity to vend at future NAS Oceana Air Shows will be revoked.

Ice

The NAS Oceana Air Show WILL sell bagged ice in 20 lb. bags. Information on delivery to vendor/concessionaire/exhibitor booth locations or pick up, as well as cost, will be emailed on/about August 15, 2023. It will also be available on arrival at the Air Show.

Change

There WILL be a cash cage available for vendors/concessionaires/exhibitors needing additional \$1, \$5, and \$10 denomination bills during the following hours:

Friday 10:00 AM – 3:00 PM

Saturday 8:00 AM – 4:00 PM

Sunday 8:00 AM – 3:00 PM

U.S. Navy and Blue Angel Licensing Requirements

All vendors/concessionaires/exhibitors must obtain a license before selling any Blue Angels or U.S. Navy branded merchandise. Proof of license must be submitted by the documentation deadline of August 15, 2023.

To obtain a trademark license, vendors/concessionaires/exhibitors must contact:

Blue Angels

Joel Bouve

Assistant Counsel for the Chief of Naval Air Training

250 Lexington Blvd., STE 102

Corpus Christi, TX 78419-5041

361-961-1839

Joel.bouve@navy.mil

U.S. Navy

Nadine Villanueva Santiago

Trademark Licensing Director

Department of the Navy

875 N. Randolph Street

Arlington, VA 22203

703-696-4002

www.navy.mil/trademarks

Insurance

If selected for the Air Show, ALL VENDORS/CONCESSIONAIRES/EXHIBITORS are required to maintain a comprehensive public liability insurance policy for personal injury or death, and for property damage occasioned by reason of the operations conducted by vendor/concessionaire/exhibitor on NAS Oceana premises, including products liability; said policy to include **NAS Oceana. Navy Exchange and NEXCOM** as additional insureds. Vendor/concessionaire/exhibitor shall furnish evidence of said coverage by August 15, 2023, with an insurance company licensed to do business in the Commonwealth of Virginia, evidencing effective dates of September 13 - 18, 2023.

A Certificate of Insurance shall be registered in Vendor's/Concessionaire's/Exhibitor's name as it appears on all documents submitted as part of your registration. Without the Certificate of Insurance on file, vendor/concessionaire/exhibitor will not be able to participate in the NAS Oceana Air Show.

- Comprehensive General Liability – The vendor/concessionaire/exhibitor shall provide a valid certificate of insurance, which provides liability insurance coverage for their operations. A liability policy written on a “claims made form” is not acceptable. The liability insurance shall, at a minimum, include coverage for premises operations, personal injury, contractual liability and products liability/completed operations when the Contractor manufactures, develops, or assembles a product for sale. The minimum limit of liability for bodily injury including death for all purchased coverage, excluding products/completed operations coverage, will be \$2,000,000 per person per accident, and \$2,000,000 or property damage with no policy aggregate. If a combined Single Limit (CSL) is used, the CSL limit of liability will be \$3,000,000 with no policy aggregate. The products/completed operations coverage will have a limit of liability of \$2,000,000 per person per accident and in the policy aggregate.
- Automotive Liability Insurance – Automobile bodily injury and property damage liability will have minimum limits of \$1,000,000 for injury or death of any one person, \$1,000,000 for each accident or occurrence for bodily injury liability and \$500,000 for each accident or occurrence for property damage liability or \$2,000,000 combined single limit. The Contractor will provide non-ownership liability insurance with the above limits if non-owned vehicles are used. Comprehensive automobile liability insurance is required for vehicles operated in the performance of the Contract by the Vendor's/Concessionaire's/Exhibitor's agents or employees on the military installation, whether or not owned by the Vendor/Concessionaire/Exhibitor.

- **Additional Insured Provisions** - The United States Government, NAS Oceana, Navy Exchange and NEXCOM shall be named in such insurance policies as “Additional Insured Herein” with a “Severability of Interest” clause. The Contractor and any subcontractor shall name the following as "Additional Insureds."
- **Workers Compensation and Employers Liability** - The Contractor and any subcontractor shall comply with all federal and state statutory regulations pertaining to Workers' Compensation requirements for insured or self-insured programs and waive subrogation rights. The minimum limit of liability for Employers Liability shall be \$500,000 unless such coverage is not obtainable. In those cases when Employer's Liability is not obtainable, the Contractor shall attest to not having any helpers/employees and agrees to be liable for any loss or damages relating to Worker's Compensation injuries and agrees to hold the Navy Exchange, NEXCOM and NAS Oceana harmless relating to any loss or damages.
- All insurance requirements will be enumerated in vendor/concessionaire/exhibitor contract.

Temporary Virginia Beach Business License and Taxes

- Food vendors/concessionaires/exhibitor require a City of Virginia Beach business license or an Umbrella Community Event License, which is required to be submitted with vendor/concessionaire/exhibitor application. More information on registration for Community Events can be found at:
<https://www.vbgov.com/government/departments/commissioner-of-the-revenue/business-license/pages/community-events.aspx>
- Food vendors/concessionaires are required to register with the Virginia Department of Taxation for the remittance of the state sales tax. To obtain a Virginia Identification number and register for state tax, contact the Virginia Department of Taxation at www.tax.virginia.gov.
- Non-food vendors/concessionaires/exhibitors from Virginia Beach may be required to have an annual business license.
- All vendors/concessionaires/exhibitors are required to report and pay their own taxes. The NAS Oceana Air Show is not responsible for reporting sales and/or paying sales tax on sales made during the Air Show for any vendor/concessionaire/exhibitor.
- For questions regarding Business Licenses and/or taxes, contact the Commissioner of Revenue, Dawn D. James at Djames@vbgov.com.

ALL VENDORS/CONCESSIONAIRES/EXHIBITORS WILL BE INSPECTED BY NEXCOM, PREVENTIVE MEDICINE AND FIRE DEPARTMENT PERSONNEL PRIOR TO OPENING.

If there are any concerns with sanitation, safety or appearance of an operation, the vendor/concessionaire/exhibitor will be directed to address them prior to being approved for operation. If, in the view of the Air Show, the site appearance is not appropriate, vendor/concessionaire/exhibitor may be directed to close the operation and leave the flight line. In this instance, all fees will be forfeited.

Health Department

All food vendors/concessionaires are required to have a Food Service (Preventive Medicine) inspection prior to opening. Any deficiencies will cause the vendor/concessionaire to delay opening until all violations have been corrected and a re-inspection performed. More information to follow on/about August 15, 2023.

Fire Department

All food vendors/concessionaires are required to have a fire inspection prior to opening. Any deficiencies will cause the vendor/concessionaire to delay opening until all violations have been corrected and a re-inspection performed. More information to follow on/about August 15, 2023.

Pre-Air Show Vendor/Concessionaire/Exhibitor Meeting

There will be a mandatory pre-Air Show Vendor/Concessionaire/Exhibitor Meeting on Thursday, September 14, 2023, at 5:00 PM at the Air Show Vendor Operations center located on the NAS Oceana flight line. More information to follow on/about August 15, 2023.

Air Show T-Shirts

Air Show t-shirts will be available for purchase at the NEX official merchandise tents located on the flight line.
