

Vendor Regulations
Spring Valley Potato Festival
October 7th, & 8th, 2017
P.O. Box 26
Spring Valley, OH 45370
937-862-5250 or 937-862-4110
www.springvalleyoh.com

Two photos of your display are required for new applicants. Judgment for acceptance will be the responsibility of the Potato Festival Steering Committee. There is an application form available online at www.springvalleyoh.com.

RATES

2017 rates are subject to change after January 1, 2017. Payment in full is expected if you are applying prior to that date in order to keep that rate for the year. Last day to apply for the 2017 Festival is September 22, 2017. All fees must be paid by that date. Payment is expected to be in the full amount. Every effort will be made to honor requests for specific spaces or arrangements; however, it is impossible to guarantee.

SECURITY

License plate numbers are required as an effort to maintain safety and security for your personal property. Please provide numbers for all vehicles that will be used.

Vehicles will **NOT** be permitted in the festival area during the hours of activity (9:00 am to 8:00 pm on Saturday, and 9:00 am to 6:00 pm on Sunday).

Street security is provided during the entire festival weekend by police officers.

SETUP

Setup time begins 6:00 pm Friday, October 6th, and must be completed by 9:00 am Saturday, October 7th.

Each vendor is responsible for his or her own setup and display. If only one space is rented, it **MUST** be confined to the 10' X 10' allowance (Food Vendors 10 X 20).

Signs will not be displayed anywhere other than within your allotted space.

Each space is **required** to have a working **Fire Extinguisher**, Food Vendors **K Class** All others **ABC Class**

TAKEDOWN

Vendors will refrain from takedown prior to 6:00 pm Sunday, October 8th, 2017.

ALL vendors will clean area around rented space to the center of the street each night. Trash must be placed in heavy duty garbage bags for disposal. Please move trash to containers throughout the day whenever possible or coordinate with public service workers to make pick ups routinely.

OTHER

MARK ALL 220 WIRES FOR PHASES. They should be black & red hots, white neutral and green ground. All vendors need to bring about 50 feet of extension cord.

No roving vendors or hawking will be permitted. No unauthorized distribution of political or business advertisement permitted.

No items with projectiles will be permitted.

Set-ups should extend no farther than 10' into the road without approval of the Vendor Chair.

The Festival Committee members may ask anyone who is not compliant with these regulations to leave.

Signature on the application indicates that you have read and understand all of these regulations.

The Spring Valley Potato Festival Steering Committee, Spring Valley ACTS, and all officials of the Village of Spring Valley, Township of Spring Valley, Spring Valley Park Commission, or those acting on their behalf shall be held harmless from any claim of any loss, damage, or injury to any goods or property, or to any person or persons, for any reason whatsoever during the occupancy.

CATEGORY	DESCRIPTION	FEE	ELECTRIC
Arts & Crafts	All items must be hand made or individually assembled. Preference is given to vendors who will demonstrate their craft on-site, for example, weaving.	\$85	\$10
Farmer's Market	The exhibitors primary sale product is produce, such as fruits and vegetables. While samples can be offered, any product that is processed, prepared or cooked to be eaten on site will be considered as a Food Vendor product.	\$75	\$10
Food Vendor	The Food Vendor applies to any vendor that prepares food/drink exclusively for consumption on the premise. No sales of merchandise or orders for merchandise are permitted under this category of vendors. <u>A Certificate of Insurance must accompany the application.</u> The Food Vendor is responsible for the appropriate disposal of used cooking oil (available at the festival), food crates, and containers. Space is available for refrigerator trucks, ice machines, etc.	\$400	Included
Public Service	Includes political candidates, health services, etc. No sales of merchandise or orders for merchandise are permitted under this category of vendors. This festival will not permit controversial issues to be promoted under this or any category.	\$50	\$10
Commercial	Any business expecting to earn a profit which includes: Home Based businesses, Advertising, Insurance, Sales, etc...	\$100.00	Not Available