|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Vendor Regulations**October 5th, & 6th, 2019 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**  2019 rates are subject to change after January 1, 2019. 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 2019 Festival is September 22, 2019. 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 4th, and must be completed by 9:00 am Saturday, October 5th,  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 other **ABC CLASS**  **TAKEDOWN**  Vendors will refrain from takedown prior to 6:00 pm Sunday, October 6th, 2019.  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.  **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 is 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, with forfeiture of Fees.  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. | | | |  |
|  | | **DESCRIPTION** | **FEE** | **ELECTRIC** | |
|  | | 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 | |
|  | | 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 | |
|  | | 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. A Certificate of Insurance must accompany the application.  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. | $450 | Included | |
|  | | 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 | |
|  | | Any Business expecting to earn profit which includes Home Based businesses, Advertising, Insurance, Sales, Etc… | $125 | Not Available | |

**Saturday & Sunday, October 5th, and 6th, 2019**

### Trade Name

Vendor’s Name

Street Address

City

State Zip Phone

License Plate Numbers: Vehicle 1 Vehicle 2 Vehicle 3

CATEGORY

10 x 20 10 x 10 10 x 10 10 x 10 10 x 10

### Food Vendor Arts & Crafts Farmer’s Market Public Service Commercial

$ 450.00 $ 85.00 $75.00 $ 50.00 $125

Includes electric E & W unavailable

I am new to the Potato Festival.

Please assign the same space(s). They are:

I wish to be moved. I would prefer

## UTILITY REQUIREMENTS $ 10.00 fee

No electric needed 110 V-20amp 220 V 30 amp 50 amp 40 amp 60 amp

Water hookup 100 amp

## FEES Space rental fee MAKE CHECK PAYABLE TO:

Number of spaces **X**  Spring Valley ACTS, Inc.

Total Booth Fee P.O. Box 26

Electric Fee  **+**  Spring Valley, OH 45370

**Total Due** Check Number

SIGNATURE DATE

Signature indicates that you have read and agree to abide with regulations.

PLEASE LIST ITEMS TO BE SOLD:

**FOOD VENDORS: A CERTIFICATE OF INSURNCE MUST ACCOMPANY THIS APPLICATION.**