



THE UNION COUNTY  
**COVERED BRIDGE**  
BLUEGRASS FESTIVAL

# VENDOR APPLICATION

**Vending Hours: Saturday, September 23, 2017, 10am - 6pm**  
**Sunday, September 24, 2017, 11am - 4pm**

**Application Deadline: Thursday, August 31, 2017**

### Contact Information

Name		
Street Address		
City/ ST/ ZIP Code		
Phone Numbers	Primary:	Alternate:
Facebook Page		
E-Mail Address		

### Description of Items for Sale

Please indicate the category and briefly describe the type of items you will be selling:

- Ready-to-eat food (food trucks)     
  Farmers' Market vendor ( pumpkins, mums, vegetables, apples, baked goods)
- Crafts (hand-crafted, juried)     
  Antiques & Vintage     
  Non-profit organization

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### Vendor Fees

- \$65 for a 10x10 space     
  \$40 for a 10x10 space for Farmer's Market vendors
- \$95 for a 10x20 space

**A NON-REFUNDABLE fee of \$25 must accompany this application.** Upon approval, applicants must remit the balance of the vendor fee (\$40 for one 10x10, \$50 for 10x20, \$15 for Farmer's Market vendors) by August 31, 2017.

### How to Submit the Application

Complete both pages of this application, and sign the Agreement on page 2. Applications can be submitted electronically, or by mail or in person to the Union County Chamber of Commerce at 227 East 5th Street, Marysville, OH 43040. A non-refundable application fee of \$25 must accompany your application. 2-6 photographs representative of items you will be offering for sale should be submitted with the application to [tknotts@unioncounty.org](mailto:tknotts@unioncounty.org).

All applications must be received by **Thursday, August 31, 2017.**

# TERMS OF CONTRACT

**10th Annual Union County Covered Bridge Festival, September 22, 23 & 24, 2016  
at the Pottersburg Bridge, 17141 Inskip-Cratty Rd., N. Lewisburg, Ohio 43060**

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1. ALL PROCEEDS from vendor sales will belong to the vendor. No commissions will be assessed. Vendors are responsible for collecting and paying Ohio sales tax and for reporting earnings to the IRS.
2. STORAGE OF MATERIALS during the Union County Covered Bridge Bluegrass Festival must be confined within the area assigned to you. Plan for storage within your area when designing the configuration of your booth area.
3. VENDORS ARE EXPECTED to provide their own tents, tables and display boards. Tents should be white. Do not tape, tack, or otherwise affix any materials or signs to walls, trees, lamp posts or other surfaces on public or private property. Canopies may be anchored by cinder -blocks or sandbags or ground. If power is required vendor will provide their own generator.
4. VENDORS ARE RESPONSIBLE for transporting and placing their own booths. Labor to erect booths will not be provided.
5. NO VENDORS OR THEIR REPRESENTATIVES shall conduct themselves in a manner offensive to general standards of decency or good taste. The Board of Directors reserves the right to screen all booths and exclude inappropriate items. In the event of inappropriate behavior, the booth will be forced to close and all fees will be forfeited.
6. WHEN VACATED, booth space must be left clear of paper, packing materials and other refuse. A dumpster will be available.
7. VENDOR SET-UP will take place on Friday, September 22 from 10am to 4pm. All booths must be fully set up and operational from 10am to 6pm Saturday and from 11am to 4pm on Sunday. Tear-down will begin AFTER 4PM ON SUNDAY.
8. INSURANCE -- Vendors are expected to carry their own insurance coverage to protect their merchandise from damage, loss, or theft incurred while participating in the Union County Covered Bridge Bluegrass Festival. No insurance or guard services will be supplied by the Union County Covered Bridge Bluegrass Festival. Participation in the festival is at the vendor's own risk. In the event of bad weather, there will be NO refunds.
9. PERMITS, LICENSES AND INSURANCE -- It is the sole responsibility of the vendors to apply for and obtain the necessary permits, licenses, and insurance required by the Union County Health Department (food vendors only), the Union County Auditor's Office, the State of Ohio.
10. FIRE SAFETY -- Food vendors with grills and/or propane cooking devices must have, at minimum, a 10 pound dry chemical fire extinguisher. Unobstructed extension cords may be used temporarily and are not provided.
11. WATER It is the sole responsibility of each vendor to have hoses and other necessary components and water connection devices. Union County Health Department requirements for running water must be satisfied.

## Agreement and Signature

**WAIVER:** I hereby make application for space for the purpose of sales at the 2017 Union County Covered Bridge Bluegrass Festival. In signing this application, I agree to abide by all the rules and regulations previously set forth. I assume all risks associated with this event and hold harmless the Union County Chamber of Commerce, its employees, agents, and volunteers. Having read this waiver and knowing these facts and in consideration of your acceptance of my entry, I, for myself and anyone entitled to act on my behalf, waive and release all sponsors, their representatives, and successors, and any individual or group associated with this event from all claims and liabilities of any kind arising out of my participation in this event, even though that liability may arise out of negligence or carelessness on the part of the persons named in this waiver. I grant permission to all the foregoing to use any photographs, motion pictures, recordings, verbal or written agreements, or any other record of this event for any legitimate purpose including publicity.

Name (printed)	
Signature	
Date	