



**MARKETPLACE AT AVON SUMMERFEST
FOOD AND CRAFT VENDOR APPLICATION & INFORMATIONAL PACKET**

WHERE	Marketplace at Avon 35600 Detroit Rd, Avon, OH 44011
WHEN	Sunday, August 6 th , 2017 12 p.m. – 6 p.m.
SET-UP	Morning of event – Sunday, August 6 th , 2017 from 7:30 a.m. – 11:30 a.m.
DEADLINE	All applications must be submitted by Monday, July 17 th , 2017
VENDOR SPACE	Booth space is a single 10’x10’ booth with a cover that can withstand wind and rain. Come prepared for all types of weather. All items being displayed must be contained in booth space.
ELECTRICITY	
WEATHER	The festival will not be cancelled because of rain. This is an outdoor event; be prepared for any type of weather.
REQUIREMENTS	The exhibitor will be responsible to be open during the entire festival. You cannot vacate early. Your booth must be neat, attractive and well-maintained. Signage is required. You are responsible for maintaining your own booth.
CONTACT US	Brooke Bogdan – PR Account Executive Phone: 216.574.9533 Email: bbogdan@studiothink.net Cameron Orlean – MarketPlace at Avon Phone: 216.514.4990 x211 Email: cameronorlean@orleanco.com
APPLICATION CHECKLIST	Please mail, email, or submit in person the following items for approval:
	Application
	Payment



FESTIVAL PROCEDURES, CONDITIONS AND RATES

GENERAL INFORMATION

This document contains pertinent rules and regulations that govern the operations of **Summerfest hosted by MarketPlace at Avon and in partnership with The Frenchcreek Foundation**. We are extending invitations to vendors who submit fully executed applications with required enclosures and payments (see application page) by **the July 17, 2017 deadline**. All applications and offerings will be reviewed so that we may maintain a balance that will promote a safe, successful and fun festival. The policies and regulations set forth in this document are designed to maintain order and to regulate activities on the festival site. Regulations will be enforced.

PROCEDURES The following application and agreement must be fully completed, signed and returned with the following enclosures in order to be considered for participation:

1. Detailed list of all proposed products/items identifying offerings and projected pricing for those offerings.
2. Vendor fee with a completed and signed application by July 17, 2017. If vendor fee is not paid by July 17, 2017, vendor fee will increase by \$50.
Artisan Vendor Fee: \$75.00, please refer to page 6 of this packet.
Non-Profit Vendor Fee: \$100.00, please refer to page 7 of this packet.
Business/Restaurant Vendor Fee: \$250.00, please refer to page 5 of this packet.
3. Exhibitor/Concessionaire parking is provided in designated areas only. With the exception of specified set-up/load-in and break-down/load-out times, vehicles will not be permitted at event site.
4. Food/Concessionaire must complete the required form on the last page of this packet by July 17, 2017, along with a menu of items that will be offered during festival hours. **NO PROPANE UNDER THE VENDOR TENT IS PERMITTED.**
5. All signs and displays must be of a professionally and neatly produced nature.
6. Food/Concessionaires are required to keep a neat, presentable booth at all times. Tables should be covered. Empty boxes and trash will not be permitted around the booth. This looks unprofessional and sloppy. The Lorain County Health Department will be conducting a thorough inspection on the day of the festival.
7. Food Vendors - It is the sole responsibility of each exhibitor/concessionaire to complete the application attached to this document. Any questions regarding this application can be directed to Dan Teets at Lorain County Health at (440) 322-6367. **Please note: Food vendors should expect inspection of food operations by Lorain County Health Department.**
8. Food/Concessionaires are not to begin striking their display until Sunday, August 6th at 12:00 p.m. Exhibits must remain open until event closing, even if exhibitor is sold out.
9. An Avon Police Officer will act as security and will be on location from 12 p.m. until 6 p.m.
10. **The sale of alcoholic beverages is strictly prohibited.** All alcoholic beverages will only be provided by beer vendors at their marked and approved vendor location. Amount of alcohol served per customer will be determined by craft beer vendors.

THE MARKETPLACE AT AVON WILL NOT BE HELD LIABLE OR BE RESPONSIBLE FOR LOSS, THEFT OR DAMAGE.

**MARKETPLACE AT AVON SUMMERFEST
VENDOR PROMOTIONAL INFORMATION**



Business Name:

Contact Name:

Contact Phone:

Business Address:

Email Address (required):

Nature of goods to be sold or displayed:

Please put any URL's to social profiles you would like us to use in promotion:

Facebook:

Twitter:

Instagram:

The deadline is July 17, 2017. Vendor hereby requests permission to display and sell the products and/or services listed above. Further, Summerfest, and the Marketplace at Avon, reserves the right to approve any product/item a vendor may wish to sell or dispense as well as limit the number of concessions selling the same product/item. DO NOT bring items to the Festival unless previously approved. On the day of the Festival, our merchant's committee will be monitoring compliance.

I have read and understand and will abide with Summerfest general information, procedures, rates and conditions. By signing this application, I acknowledge that the Festival is subject to various weather conditions and state and federal safety and health regulations. No refund of application fees. Exhibits must remain open until closing.

Applicant Signature:

Date:

Please Print Name:

The above named has read and understands the general information, procedures and conditions and seeks admission as a concessionaire/vendor at Summerfest. Marketplace at Avon reserves the right to refuse any application.

**MARKETPLACE AT AVON SUMMERFEST
ARTISAN AND FOOD VENDOR INFORMATION SUBMISSION**



1. PROPOSED MENU AND CRAFT/ARTWORK OFFERINGS: List the items you want to selland/or offer at the festival. Please try to be as specific as possible and list projected selling prices. Any changes in menu or offering list must be submitted in advance, in writing, and approved by the committee before July 17, 2017.
2. REMINDER: No beverages or otherwise, may be sold without prior approval of the Festival Committee. The sale of alcoholic beverages is strictly prohibited. All alcoholic beverages will only be provided by beer vendors at their marked and approved vendor location.
3. FOUR ITEM LIMIT: Please try to stay within the suggested limit.

Item being offered/sold	Estimated Price
	\$
	\$
	\$
	\$

Please, if you have any food or product offering questions, reach out to Brooke Bogdan at 216.574.9533 or by email (preferred method) at bbogdan@studiothink.net. Your menu, offerings, and products must be clearly listed and priced at your booth.

**MARKETPLACE AT AVON SUMMERFEST
BUSINESS/RESTAURANT VENDOR APPLICATION**



_____ **10'x10' Vendor Space** **\$250.00** = \$ _____
\$300 if paid after 7/17/2017

_____ **Will you need electricity?** **\$65.00** = \$ _____
(This will be an extra \$65 charge)

Total Amount Enclosed = \$ _____

NOTE: Electrical arrangements must be made prior to your arrival. Last minute electrical changes will not be accepted.

Cash or check can be made out and mailed to:

**Frenchcreek Foundation
P.O. Box 111
Avon, OH 44011-0111**

**MARKETPLACE AT AVON SUMMERFEST
ARTISAN VENDOR APPLICATION**



____ 10'x10' Vendor Space \$75.00 = \$ _____

____ Extra Table(s) \$5.00 per table = \$ _____

____ Extra Chair(s) \$2.00 per chair = \$ _____

Total Amount Enclosed = \$ _____

Cash or check can be made out and mailed to:

**French Creek Foundation
P.O. Box 111
Avon, OH 44011-011**

**MARKETPLACE AT AVON SUMMERFEST
NON-PROFIT VENDOR APPLICATION**



____ 10'x10' Vendor Space \$100.00 = \$ _____

____ Extra Table(s) \$5.00 per table = \$ _____

____ Extra Chair(s) \$2.00 per chair = \$ _____

Total Amount Enclosed = \$ _____

Cash or check can be made out and mailed to:

**French Creek Foundation
P.O. Box 111
Avon, OH 44011-011**



**MARKETPLACE AT AVON SUMMERFEST
VENDOR APPLICATION**

I, _____, hereby affirm that I have been well advised and thoroughly informed of the inherent hazards and policies of the event. I know that by participating in the 2017 Marketplace at Avon Summerfest, I am exposing myself to certain known and unknown liabilities in my direct and indirect actions with the public and invitees of this event. I also understand that if I choose to hire help for the event, that I am directly responsible for their actions or injury. I hereby personally assume all risks associated with my voluntary participation in this event for any harm, injury or damage that may befall me or any employee or temporary help, as a result of my participation, whether foreseen or unforeseen.

I understand and agree that Marketplace at Avon, their members and/or directors and officers may not be held liable in any way for any occurrence in connection with my participation in Summerfest that may result in injury, death, or other damages to me or my family, heirs, or assigns, and in consideration of being allowed to participate in this event, I hereby personally assume all risks in connection with said event for any harm, injury, or damage that may befall me, including all risks connected therewith, whether foreseen or unforeseen; and further to save and hold harmless said event and persons from any claim by me, or my family, estate, heirs, or assigns arising out of my participation in this event.

I further state that I am of lawful age and legally competent to sign this affirmation and release, or that I have acquired the written consent of my parents or guardians; that I understand the terms herein are contractual and not a mere recital; and that I have signed this document of my own free will.

It is my intention by this instrument affirmed by my signature below to exempt and release 2017 Summerfest and Avon 83, LLC., The Orlean Co., ABC Management, their members, directors and officers from all liability whatsoever for personal injury, employer’s liability and workers’ compensation, property damage or wrongful death arising out of or in the course of my participation in this event.

I HAVE FULLY INFORMED MYSELF OF THE CONTENTS OF THIS AFFIRMATION AND RELEASE BY READING IT BEFORE I SIGN IT.

COMPANY NAME:

SIGNATURE OF PARTICIPANT:

DATE:

PRINT NAME: