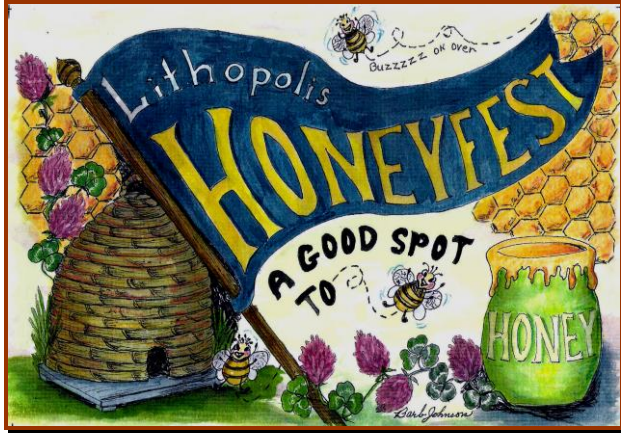


*Celebrate National Honey Month at Ohio's Honey Festival!*



## 4th Annual Lithopolis Honeyfest Sept 11, 2010 10-6

On the picturesque grounds of  
The Wagnalls Memorial  
150 E Columbus St, Lithopolis

### **CONCESSIONAIRE APPLICATION & CONTRACT**

#### **1. Application**

- A limited number of concessionaires will be accepted
- All concession applicants will be reviewed and approved by a Selection Committee
- An incomplete application risks automatic declination
- Mail a copy of the following items to Lithopolis Honeyfest Concessions, PO Box 278, Lithopolis OH 43136:
  1. liability insurance policy or bond
  2. completed application with signed contract (with list of menu items)
  3. \$60 vendor space reservation fee (separate check/money order)
  4. \$40 clean-up fee (separate check/money order; will be returned to respective concessionaire at day's end, provided their area is cleaned and all trash removed)
  5. Photo of your trailer, wagon, cart or booth space (will not be returned)
- All fees must be paid by check or money order payable to Lithopolis Honeyfest
- Acceptance package which includes a Vendor Pass will be mailed to you upon approval
- Bring Vendor Pass to festival to access areas for parking, unloading and early set up
- The Committee reserves the right to extend the deadline to fill open vendor space

#### **2. General Rules**

- Vendors must register at festival registration table before beginning set up
- Roaming with goods and merchandise is not permitted
- Sanitary gloves must be worn by all persons handling food and serving visitors. We have received comments concerning vendor's coughing, sneezing and blowing noses around the food. Please take every precaution to present yourselves appropriately as food service vendors.
- **If it looks like you might run out of food and are unable to continue serving at full capacity, please notify the festival official located at the Registration Table ASAP.**
- Vendors are responsible for all required taxes in connection with sales made
- No opened alcoholic beverages or pets permitted
- The directors and/or representatives of the Honeyfest reserve the right to remove vendor or vendor product if this agreement or rules of the festival are not complied with or whose conduct or merchandise is not acceptable. Misrepresentation of merchandise described and displayed will result in cancellation of space and total loss of fees
- Participants will be acknowledged at [www.lithopolishoneyfest.com](http://www.lithopolishoneyfest.com)
- Vendors are required to follow all state and local health and fire regulations
- **FAIRFIELD COUNTY HEALTH DEPT** requires that completed temporary food service applications be submitted to their agency at least 10 days prior to the event. We have been informed that this policy will be enforced without exception. This is the vendor's responsibility. Health Dept hours are M-F, 8-4, phone 740-653-4489.
- **NO SHOW:** If a circumstance arises that precludes your participation, please notify Ed VanVickle (614-774-9410) **as soon as possible**. A no show (non-notification) may jeopardize the exhibitor's acceptance in next year's festival.
- This contract may not be assigned

**3. Space & Requirements**

- All concessions will be in the parking area of The Wagnalls Memorial
- One vendor per paid space
- Space is available for tables, carts, wagons and stands
- Serving tables must be covered by fire/flammable resistant tents or canopies (rentals avail—see Fee Sched)
- An umbrella or awning may be used to cover serving carts
- In-ground staking is not permitted
- Use of weight-type stabilizers are permitted and suggested
- Gray water must be contained
- Generators are permitted
- Limited electricity is available. Concessionaires must supply own cords and protective guards.
- We cannot guarantee anything except your space, including water. Please be prepared for minimum amenities.

**4. Set Up & Dismantling**

- All set-up and dismantling must take place on the day of the festival
- Set up may begin as early as 7 am and shall be completed by 9:30 am
- Vendor must be ready to serve promptly at 10:00 am
- Dismantling cannot begin earlier than 6 pm

**5. Refunds**

- Full refund shall be given to applicants not accepted
- 75% of fees shall be refunded if cancellation notice is postmarked on or before July 1
- No refunds shall be given after July 1
- If for some reason beyond the control of the Lithopolis Honeyfest Committee, it becomes impossible to hold the Honeyfest in which you have remitted an entry fee, all sums of your entry fee will be returned to you without interest or liability to the Honeyfest Committee.

**6. Release and Signature**

- Vendor agrees to indemnify and hold harmless the members, representatives, heirs or assigns of the Honeyfest Committee, Village of Lithopolis, and The Wagnalls Memorial Foundation, from any and all responsibility, personal liability (injury), loss or damage, theft or fire that may arise or occur to the exhibitor, his/her employees, goods or property, or to the public from any condition whatsoever that may arise while the exhibitor is occupying the premises.
- Entry constitutes an agreement that the vendor and/or his/her representatives will take no legal action against the members, representatives, heirs or assigns of the Honeyfest Committee, Village of Lithopolis, and The Wagnalls Memorial Foundation.
- Vendor agrees to abide by all rules as detailed.
- All entries are subject to approval as set out above.
- This agreement is entered into accordance with the laws of the State of Ohio.
- As the Vendor, I am the responsible party under this agreement.
- Vendor has read, understands and accepts the terms of the agreement.

DATE\_\_\_\_\_

Vendor Signature\_\_\_\_\_

Printed\_\_\_\_\_

DATE\_\_\_\_\_

Honeyfest Committee Signature\_\_\_\_\_

**Committee Chair: Marianne Daily**  
**614-837-5153**  
[ohiohoneyfest@gmail.com](mailto:ohiohoneyfest@gmail.com)

**FEE SCHEDULE FOR CONCESSIONAIRES**

<b>Description</b>	<b>Fee</b>	<b>Total</b>
Vendor Space Reservation Fee	\$60.00 each	
Mandatory Clean-up Fee (refundable)	\$40.00	
Tent Rental, open sides (setup, dismantling included)	\$95 ea; How many _____	
Table Rental	\$15 ea; How many _____	
	<b>TOTAL</b>	

Amount Enclosed \$ \_\_\_\_\_ Check # \_\_\_\_\_ Money Order # \_\_\_\_\_

Please return this document that includes Application & Contract **(signed)** and Fee Schedule, along with photos and booth fee payable to Lithopolis Honeyfest to the address below. **Be sure to keep a copy for your records.**

**Lithopolis Honeyfest Concessionaire Committee  
PO Box 278, Lithopolis OH 43136**

Business Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_ City, ST, Zip \_\_\_\_\_

AC/Phone: Home \_\_\_\_\_ Cell \_\_\_\_\_ Best time to call \_\_\_\_\_

E-mail \_\_\_\_\_ Website \_\_\_\_\_

Menu Items (may attach a separate sheet) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I have enclosed a photo of my trailer, wagon, cart or booth space (photo will not be returned)

What size space W' x L' do you need? \_\_\_\_\_

Will you need electricity? **You must provide own cords and proper ends.**     Yes     No

What amperage and voltage hook-up do you require? **Please provide a diagram of the plug configuration either on the back of this contract or as an attachment.**

Will you need water hook up? **You must provide approved hose.**     Yes     No