

SECTION [5]

SET UP AND TEAR DOWN

SET UP TIME FRAME: 7:00AM-9:30AM

No one will be permitted to set-up prior to 7:00am as the streets will not be officially closed to thru traffic and it is a safety issue.

You must bring your map and confirmation letter with you at set-up time to verify identification and proof of payment.

Your name will be written on tape on the curb at your booth location.

If you cannot find your booth space, go to the intersection of Broadway and Mulberry and a Country Applefest, Inc. volunteer will be happy to assist you.

Please be courteous and do not block the roadway or the booth next to you, the area will be congested at setup and tear down time.

Please unload your wares and move your vehicle promptly so that others may get in to do the same.

All vehicles must be out of the area by 9:30am and will not be permitted to re-enter the area until after 7:15 pm due to festival patrons and small children still being in the area walking. WHEN DRIVING YOUR VEHICLE INTO THE FESTIVAL AREA, A SPEED LIMIT OF 10 MPH IS IN EFFECT.

TEAR DOWN BEGINS AT 7:15PM

If you tear down your display early, you will not be able to enter the area with your vehicle until after 7:15pm.

IF YOU ARE CAUGHT DRIVING IN THE FESTIVAL AREA BETWEEN THE HOURS OF 9:30AM AND 7:15PM YOU WILL NOT BE PERMITTED TO PARTICIPATE IN COUNTRY APPLEFEST IN THE FUTURE!!!!

THIS IS A MANDATORY SAFETY MEASURE!

TO APPLY!

YOU MAY PICK UP AN APPLICATION AT THE FESTIVAL OR DOWNLOAD ONE FROM OUR WEBSITE (www.countryapplefest.com) UNDER VENDOR INFO!

SECTION [1]

THE DEADLINE FOR RETURNING VENDORS TO SECURE THEIR CURRENT LOCATION IS DECEMBER 31ST 2011.

AFTER 12/31/2011 SPACES WILL BE RESERVED IN FIRST COME FIRST SERVE ORDER. WE CANNOT HOLD A SPACE WITHOUT A RESERVATION ON FILE.

APPLICATIONS WILL BE ACCEPTED FOR THE FOLLOWING YEAR AT THE FESTIVAL INFORMATION BOOTH !!

SECTION [2]

PLEASE FILL OUT THE APPLICATION COMPLETELY

SECTION [3] MAKE ALL CHECKS PAYABLE TO COUNTRY APPLEFEST, INC.

SECTION [4]

PLEASE INCLUDE A SELF-ADDRESSED STAMPED ENVELOPE FOR YOUR CONFIRMATION LETTER

FAILURE TO PROVIDE ALL LISTED CRITERIA WILL RESULT IN A PROCESSING DELAY AND POSSIBLE REJECTION OF YOUR APPLICATION.

RETURN CHECK FEE IS **\$35.00**.
NO REFUNDS FOR ANY REASON AFTER SEPTEMBER 1, 2012.
PLEASE KEEP COPIES OF ALL PAPERWORK.

COUNTRY APPLEFEST

VENDOR INFORMATION

BOOTH SPACE FEES 10 X 20 :

\$150.00 - FOOD WITH ELECTRIC
\$125.00 - FOOD WITHOUT ELECTRIC
\$ 95.00 - CRAFT
\$120.00 -CRAFT WITH ELECTRIC
LIMITED LOCATIONS FOR ELECTRIC

FESTIVAL DATE FOR 2012:

Saturday, September 29th, 2012

Festival Hours:

10:00am-7:00pm Rain or Shine

ELIGIBILITY, RESTRICTIONS & EXHIBIT SPACE: ALL ITEMS MUST BE HANDMADE BY THE SELLER AND OF HIGH QUALITY. NO GLASS BOTTLES FOR BEVERAGES! No flea-market, health-cosmetic, novelty or commercially manufactured items will be permitted. No informational or political booths. No one but the Country Applefest, Inc. will be permitted to sell Country Applefest Souvenirs representing the festival. Nothing but crafts may be displayed or sold in the craft areas; this includes the distribution of political materials. All raffles must have prior approval by the festival committee. All booths must be handicapped accessible for our handicapped visitors. The vendor is solely responsible for the product he/she is selling. If we get complaints of rudeness, cleanliness or someone becomes ill from food purchased from your booth, you will not return to this festival.

NO CONCESSION TRAILERS OR GENERATORS ARE PERMITTED.

SECTION [6]

TENTS AND DISPLAYS: Each exhibitor is responsible for supplying their own set-up equipment, setting it up, taking it down and cleaning up the same. You may use a canopy, however, it must be free-standing. You must bring some weights for corners in the event of wind gusts. Each space is about **10' x 20'**. Nothing is to be situated in front of the barricades for any reason.

SECTION [7]

FIRE EXTINGUISHER:

The LEBANON DIVISION OF FIRE requires all booths to have a five pound ABC fire extinguisher with them and they will be coming around to check booths for this.

If you have wooden skids in your booth, you must take them with you at closing time as the City of Lebanon Street Department will no longer dispose of them for you.

FOOD PERMIT:

Upon acceptance, all food vendors must obtain a Warren County Health Department Festival Food Permit – call: (513)-695-1220 for further information. Or you may go to the Warren County website. www.co.warren.oh.us for a printable permit you may mail in

RESTRICTIONS ON VENDOR SALES

TECHNIQUES:

Per City Ordinance 709.04 applies to all vendors including store owners. This ordinance reads as follows: No peddler, or any person shall shout, make a cry-out, ring a bell or use any sound device, including any loud-speaking radio or sound amplifying system upon any of the streets, avenues, parks or other public places or upon any private premises in the city where sound of sufficient volume is emitted or produced there from to be capable of being plainly heard upon the streets, avenues, parks or other public places for the purpose of attracting attention to goods, wares, or merchandise which such person proposes to sell. Penalties and or jail time could apply.

IMPORTANT REQUIREMENTS

**PLEASE FILL OUT THE
APPLICATION PAGE COMPLETELY,
REFER TO YOUR PROVIDED
CHECKLIST AND RETURN IT WITH
YOUR PAYMENT TO COUNTRY
APPLEFEST P.O. BOX 1011 LEBANON
OH 45036**

QUESTIONS: You may direct your questions to our e-mail on our website:

www.countryapplefest.com

Or give us a call:

513-932-5631, or 1-513-302-2775

(APPL).

ELECTRICITY:

Electricity is a utility that is sold at a separate charge. Make sure that you indicate what type of electric you will need on your application. (ie:120 OR 240)

The Board of Country Applefest, Inc. reserves the right to reject any application for booth space based upon a criteria established by the board and may cause items to be removed the day of the festival any items that do not meet this criteria. The Country Applefest Board also reserves the right to refuse to allow future participation in the Country Applefest to those persons and the booth vendor that they are associated with who do not follow the safety procedures outlined for vehicles and booth spaces during the hours from midnight the day of the festival until midnight at the end of the day.

The Festival Committee may refuse entry or cause the withdrawal of any vendor who annoys, endangers or interferes in any way with the harmony of the festival.