

**9<sup>th</sup> Annual**  
**New Vienna Oktoberfest 2024**  
**Booth Rental Application/Agreement**  
**Friday Sept.20th/Saturday Sept.21st**

**Information**

New Vienna Oktoberfest is a not-for-profit fundraising festival sponsored by the New Vienna Planning Committee. All proceeds go to the New Vienna Community Center for their outreach programs. All forms of payment (check, cash, money order) are to be made out to the **NEW VIENNA PLANNING COMMITTEE (NVPC)**. Your contact information will remain private and not be available to those outside of the committee. All rental fees are required at the time of application and are non refundable (unless for some reason a booth rental application is refused or can't be issued). No booth space will be assigned until payment is received. **ALL VENDORS ARE REQUIRED TO COMPLETE AN APPLICATION AND PAY THE APPROPRIATE FEE AT TIME OF APPLICATION.** No exceptions. Charitable organizations are eligible for free booth space if available (all other rules/regulations apply). Proof of insurance (if applicable) must be provided. A digital receipt will be issued by the committee within 10 days of receipt of payment. Set up information will be emailed to you approximately 5 days prior to the event and posted on our Facebook page (search New Vienna Oktoberfest). Electric and/or water booth rentals should be prepared to run up to 25 feet for your hook ups. All vendors have access to simple 110v electric (included in rental price). Booth spaces are approximately 12 x 18 feet. Limited security will be available overnight, so we suggest you remove your booth items at the close of the day and reopen/restock at the beginning of the next day to prevent overnight loss. Applications/fee's can be mailed to:

New Vienna Planning Committee  
Attn: Oktoberfest  
P.O. Box 110  
New Vienna, Ohio 45159

**Application/Agreement (Print legibly please)** \*\*\*All fields must be completed\*\*\*

Name \_\_\_\_\_ Business Name/Product \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Email \_\_\_\_\_ Phone \_\_\_\_\_  
Vendor Type \_\_\_\_\_ # of Booth's \_\_\_\_\_ Date of application \_\_\_\_/\_\_\_\_/\_\_\_\_

Vendors (not serving food) One booth space w/ 110 electric \_\_\_\_ (Early bird before Sept. 10<sup>th</sup> \$30. After Sept. 10<sup>th</sup> \$40). Additional booth spaces may be available (for an additional rental fee). Contact us for availability.

Food Vendors (Applications required before Sept 10<sup>th</sup>)

Electric (specify amp and water needs) \_\_\_\_ (\$50) 110/220 \_\_\_\_ Amps \_\_\_\_ Water \_\_\_\_

I understand that this is a rain or shine event and my fees are non refundable. I understand that booth spaces, vendor placement, and rentals are at the discretion of the NVPC. I understand that this festival is a family oriented event and offensive/controversial items and materials will not be allowed to be displayed or sold. I understand that the New Vienna Planning Committee/Community Center/municipality are not responsible for damage, theft, or injury. **I understand that for safety reasons, no trailers or towing vehicles will be allowed in the festival during active hours.** I have read and understand this contract and agree to its terms.

Signature of Applicant \_\_\_\_\_

\_\_\_\_\_ For Office Use \_\_\_\_\_

Date application received \_\_\_\_/\_\_\_\_/\_\_\_\_

Assigned booth space(s) \_\_\_\_\_