

LITHOPOLIS HONEYFEST CRAFT VENDOR APPLICATION & CONTRACT



1. APPLICATION

-Deadline – Every year, we receive more and more applications and they come earlier and earlier. For that reason, we don't have a specific deadline for submission. With approximately 100 vendor spots, we will fill them as we receive and approve applications on a first come, first served basis. To expedite the application process, please go to our website and use the links for online application and payment.

-Space reservation fee – As some vendors prefer the lawn at Wagnalls while others prefer a street location, there are different fees

-- one 10 X 10 ft. **booth space \$200.00 ON COLUMBUS STREET**

-- one 10 X 10 ft. **booth space \$150.00 AT WAGNALLS**

-Payment must accompany application.

-Photos of items for sale must also be included whether using online or paper application. *Once submitted to Honeyfest, those photos become the property of Honeyfest and may be used in marketing efforts at the discretion of Lithopolis Honeyfest.*

If you are submitting a physical application instead of an online application, mail completed application, photos, payment and signed contract to

Lithopolis Honeyfest

Attn: Artists

PO Box 313

Lithopolis, Ohio 43136

-An email or letter of acceptance and instructions will be sent to you at a later date after approval.

-Committee reserves the right to extend deadline dates as necessary.

2. GENERAL RULES

-Contract may not be assigned or transferred.

-Vendors are responsible to secure valuables, cash, credit/debit transaction records and equipment.

-Merchandise must be artists original work, made by their own hand, of their own design or their own significant embellishment or modification.

- Mass-produced or buy/sell/resale merchandise is not permitted.
- Vendors are requested to keep booth areas tidy, with empty boxes and wrappings kept under the table and out of sight.
- No open alcoholic beverages permitted outside designated areas.
- Roaming festival grounds with goods or merchandise for sale is not permitted.
- Vendors are required to follow all state and local health and fire regulations.
- Vendors are responsible for all required state and local taxes in connection with sales made.
- The directors of the Honeyfest reserve the right to remove exhibitor and exhibit in whole or part if this agreement or rules of the festival are in noncompliance or whose conduct or merchandise is not acceptable. Misrepresentation of merchandise described may result in cancellation of space and total loss of fees.
- No-show: If circumstance arises that precludes your participation, please notify **the vendor committee (678-628-9326)** as soon as possible. A no-show (non-notification) may jeopardize future participation.
- Item prices may NOT increase at any time during the event.**

3. SPACE AND REQUIRMENTS

- 10 X 10 ft. space size.
- Sides on the tent are encouraged.
- Fire- and flame-resistant tents or canopies required.
- Weights or stabilizers are recommended.
- Security will be provided Friday night.

4. VENDOR CHECK-IN

- Vendors will be sent booth number and arrival time with instructions for setting up.

5. BOOTH SET UP AND DISMANTLING

- As soon as you arrive at your booth space, unload all of your merchandise.
- Before starting to set up your booth, you are required to move your vehicle and not block the street.
- You will move your vehicle off festival grounds to the designated artists parking area and you will be brought back to your booth by the shuttle.
- Do not go directly to the festival grounds, instructions will follow – staging will be at Roller Field and you will leave according to your booth number.
- Vendors must be ready to sell at start time each day.
- Sales cannot end or dismantling begun earlier than the end time each day.
- Violations will result in not being invited back next year.

6. VENDOR SHUTTLE SERVICE

-The vendor shuttle will be available throughout the festival to take you to the parking area.

7. REFUNDS

- Full refunds will be given to applicants if not accepted.
- Fees are non-refundable after deadlines, or to no shows.
- Event is held rain or shine.

8. RELEASE AND SIGNATURE

-Vendor/exhibitor agrees to indemnify and hold harmless the members, representatives, heirs or assigns of the Honeyfest Committee and the Village of Lithopolis from any and all responsibility, personal liability (injury), loss or damage, theft or fire that may arise or occur to the vendor, his or her employees, goods or property, or to the public from any condition whatsoever that may arise while the vendor 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 or the Village of Lithopolis.

-Vendor agrees to abide to 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 this agreement.

Vendor signature _____ Date _____

PRINTED NAME _____

Fee Schedule for Craft Vendors

PLEASE INDICATE YOUR LOCATION PREFERENCE. ALTHOUGH EVERY EFFORT WILL BE MADE TO SATISFY YOUR PREFERENCE, WITH SO MANY NEW AND RETURNING VENDORS, WE CANNOT GUARANTEE APPROVAL OF ALL LOCATION REQUESTS.



ON COLUMBUS STREET: Booth space reservation for both days
(10'x10'): \$200.00
Additional space (10' x 10'): add'l 200.00



AT WAGNALLS: Booth space reservation for both days
(10'x10'): \$150.00
Additional space (10' x 10'): add'l 150.00

Total spaces requested: _____
Total reservation fee: _____

Your name: _____

Business name: _____

Mailing address: _____

Email address: (REQUIRED) _____

Website (if applicable): _____

Primary phone: _____ Secondary phone: _____

Description of your art or craft. (Please note that the description you enter here will be the description that we use in our printed program and other marketing materials.)

Amount enclosed: _____ **Check #:** _____