

Lebanon Blues Festival
Attn: Vendor Coordinator
PO Box 778
Lebanon, OH 45036



2024 Food Truck Info/Application

Friday August 2 – Saturday August 3, 2024

General Information: Food trucks using generators will be located away from the stage. Please note that this is a downtown, outdoor festival. We are unable to guarantee any specific space. Spaces will be assigned based on vendor needs, electrical set up, and availability. All food and beverage prices must be prominently posted.

First Time Vendor: If you have not participated in the Lebanon Blues Festival in the past or have changed your set-up, please submit photos of your food truck setup/products along with your application for consideration.

Booth Space Fees:	<u>Friday and Saturday</u>	<u>Saturday Only</u>
Food Product Vendor 10x15	\$210	\$150
Food Product Vendor 10x25	\$350	\$250
Food Product Vendor 10x35	\$490	\$350

When planning your space size need, please be sure to plan for preparation areas and access to your truck. The space assigned will not have extra footage available.

Generators Please indicate on your application if you will be using a generator. We need this information in order to position generators away from the music area

Fire Extinguishers: The Lebanon Division of Fire requires all booths to have a five pound ABC fire extinguisher. The Lebanon Fire Department **WILL CHECK** each booth.

Food Permits: All food vendors must obtain a Warren County Health Department Festival Food Permit. Their contact information is: 513-695-1220 or www.co.warren.oh.us. Please obtain permit by July 15. They **WILL CHECK** each booth for the permit at the festival.

Insurance: All vendors are required to carry their own liability insurance for operation of their booth space. **Please provide a copy of liability certificate for Lebanon Blues Festival with your application.**

License: In consideration of the price paid for vending, The Lebanon Blues Festival grants to the holder a revocable license to vend at The Lebanon Blues Festival. Licensee agrees to abide by all rules governing The Lebanon Blues Festival and acknowledges that the license granted hereby may be revoked without refund for violation of said rules. Scheduled festival events will proceed regardless of weather conditions.

Concession Trailers: These trailers are on a restricted basis and require prior approval from The Lebanon Blues Festival. Please submit a photo and the length of your unit including the tongue and any additional space needed.

Refunds: Refunds for space will be made only if the Lebanon Blues Festival is notified in writing 30 days prior to the event and we are able to rent to another vendor. The Blues Festival reserves the right to

determine if the vendor will receive a refund. The Lebanon Blues Festival shall issue no refunds on account of inclement weather.

Set Up and Tear Down: The official festival hours are Friday Night 5:00 pm to 10:00 pm Saturday 11:00 am to 11:00 pm.

- **Set Up:** Must be completed prior to the opening of the festival.
 - **For Friday:** You may begin setting up after 2:00 pm on Friday afternoon when the streets are officially closed. Your booth can remain set up over night for the Saturday festival hours. We will have security on site. If you are not setup by 4:30 pm, you will not be permitted access to your booth space. NO refund will be given.
 - **For Saturday;** vendors only: No early pull in on Friday night, you have to be selling on Friday to be given early access. You may begin setting up after 7:00 am, if you have not arrived by 9:30 am, you will not be permitted access to your booth space, NO refund will be given.
- **Location:** You will be e-mailed a letter prior to the festival with your booth number and location listed on it. There will be tape with each booth name on the curb where your booth is located. If you cannot find your space, the information booth is located at the corner of Mulberry and Mechanic.
- **Lighting:** All vendors need to supply your own lighting for your vending area. The festival runs until 10:00pm on Friday and 11:00pm on Saturday. Plan to bring extension cord up to 50 feet.
- **Music:** Since this is a music festival, the only music permitted is from the live bands and the car show personnel. Music cannot be played at your booth.
- **Grease and Gray Water:** There is not a location to dispose of this at the festival. Please take this out with you. Please do not dump gray water in the streets.
- **Tear Down:** You may begin tearing down your space at 11:00pm when the festival is over. Vehicles are not permitted in the festival area until the last band has finished their set and the crowd has dispersed. If you want to tear down your space prior to this time, you may do so but you must carry everything to your vehicle outside the festival area for safety reasons.

Approval Process: All applications are reviewed by the Lebanon Blues Festival Committee. You will be notified of approval/denial within 14 days of receipt. Your booth number and map will be emailed to you by July 10, 2024.

Lebanon Blues Festival – August 2-3, 2024

2024 Food Truck Application – Please Print

Name of Vendor Business: _____

Contact Name: _____

Email Address: _____

Phone Number: _____

Mailing Address: _____

City, State, Zip: _____

Type of food or product you will be selling: _____

COST FOR BOOTH:	# OF UNITS		TOTAL COST
<u>Friday & Saturday</u>			
Food Spaces 10'x15'	_____	@ \$210.00	_____
Food Spaces 10'x25'	_____	@ \$350.00	_____
Food Spaces 10'x35'	_____	@ \$490.00	_____
<u>Saturday Only</u>			
Food Spaces 10'x15'	_____	@ \$150.00	_____
Food Spaces 10'x25'	_____	@ \$250.00	_____
Food Spaces 10'x35'	_____	@ \$350.00	_____
TOTAL AMOUNT ENCLOSED			\$ _____

All fees must be paid and forms returned by June 1, 2024 to (Checks will not be cashed until June 15, 2024):

Lebanon Blues Festival
 Attn: Vendor Coordinator
 711 Holbrook Avenue
 Lebanon, OH 45036

Terms & Conditions: The vendor agrees to obtain and comply with all safety regulations required by the City of Lebanon, Warren County, and the State of Ohio. The vendor further agrees to hold harmless the Lebanon Optimist Club, its board of directors, Blues Festival Committee, Volunteers, and the City of Lebanon against any and all loss, damage, destruction of property including but not limited to injury, death or other casualty of persons resulting directly or indirectly that may arise from the operation of a vendor booth during the Lebanon Blues Festival.

I understand that overloading electrical circuits is prohibited. If I overload a circuit, I will be required to remove an appliance(s) from service. If Electric Department Personnel are called for an overloading problem, I understand that I will be billed for service call of \$75.00. By signing below you agree to the Terms & Conditions of this application.

 Vendor Name

 Date