

Lebanon Optimist

Blues Festival

Attn: Vendor Coordinator

PO Box 778

Lebanon OH 45036



2025 Artisan and Craftsman Information and Application

August 1-2, 2025

General Information: We do not accept any information only or political booths. Our booth spaces are limited. For this reason, we select artisans and craftsmen who create and sell merchandise that interests our festival attendees. Please note this is a downtown, outdoor festival. We are unable to guarantee any specific space. Location will be based on vendor needs and spaces available. Electric is not available in the craft vendor area.

All Vendors must have merchandise for sale in your rented space. The Lebanon Optimist Blues Festival will not sell vacant space in front of your brick and mortar establishment. Space between vendor will be maintained to allow access to sidewalks and brick and mortar establishments

Vendors: Please submit photos of your products along with your application for consideration.

Booth Space Fees: Artisan/ Craftsman Space 10' x 10' = \$130. If you need more space, you may purchase multiple spaces. **You may not extend into the space between booths. This space is left for sidewalk access for festival guests. Be sure you purchase sufficient space for ALL your materials/supplies/inventory.**

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 even if you are a non-food booth.

Generators: No generators are permitted.

Insurance:

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

License:

In consideration of the price paid for vending, The Lebanon Optimist Blues Festival grants to the holder a revocable license to vend at The Lebanon Optimist Blues Festival. Licensee agrees to abide by all rules governing The Lebanon Optimist 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.

Signage: All signs must be contained to your assigned rented space. According to City of Lebanon Sign ordinances, "Signs are prohibited from being placed in any public right-of-way as well as on any curb, lamp post, utility pole, hydrant, bridge, public drinking fountain, public trash container, benches, public building, tree, public sidewalk, street, or sign." If you do not comply with the city ordinance, your sign may be removed.

Refunds: Refunds of space will be made only if the Lebanon Optimist Blues Festival is notified in writing 30 days prior to the event and we are able to rent to another vendor. The Lebanon Optimist Blues Festival reserves the right to determine if the vendor will receive a refund. The Lebanon Optimist Blues Festival shall issue no refunds due to inclement weather.

Set Up & Tear Down: The official festival hours are 5:00pm-10:00pm Friday, 11:00 am to 11:00 pm on Saturday

- **Set Up:** Must be completed prior to the opening of the festival. You may begin setting up after 2:00pm on Friday when the streets are officially closed. If you are not setup by 4:30pm on Friday 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. **You may not occupy empty space between booths allotted for access to sidewalks.**
- **Parking:** You must move your vehicle from the festival area as soon as you have unloaded. You must find a parking spot outside of the festival area. There are locations behind the City Building and on side streets. All vehicles must be outside of the festival area by 4:00pm.
 - ** No vehicles are permitted to park along Mechanic St.

- **Tents:** You must supply your own tent, canopy, tables, & chairs. The festival is in the direct sun so consider this carefully.
- **Lighting:** Electric may not be available for the craft booth area. All vendors need to supply their own lighting for their vending area as the festival runs until 11:00 pm.
- **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.
- **Tear Down:** You may begin tearing down your space at 11:00 pm Saturday 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 Optimist Blues Festival Committee. You will be notified of approval/denial within 30 days of receipt. Your booth number and map will be emailed to you by July 10, 2025.

Approval/ Denial is at the sole discretion of the Lebanon Optimist Blues Festival. We reserve the right to limit the number and types of vendors as well as the location assignments. Applications will be processed in the order they are received.

Lebanon Optimist Blues Festival - August 1-2, 2025

2025 Artisan and Craftsman Application - Please Print

Name of Vendor Business: _____
Contact Name: _____
Email address: _____
Phone Number: _____
Mailing Address: _____
City, State & Zip: _____
Type of product you will be selling: _____

COST FOR BOOTH	# of units	Total Cost
Artisan/ Craftsman Space 10' x 10'	_____	@ \$130.00 = _____

TOTAL AMOUNT ENCLOSED \$ _____

All fees must be paid and forms returned by June 1, 2025 to:

Lebanon Optimist Blues Festival
PO Box 778
Lebanon OH 45036

Terms & Conditions: The vendor agrees to 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, Lebanon Optimist 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 arising from the operation of a vendor booth during the Lebanon Optimist Blues Festival.

Name

Date