



42nd All Ohio Balloon Fest

August 10th, 11th & 12th, 2017

Official Vendor Application

Please print or type all requested information below: DATE _____

BUSINESS NAME _____

CONTACT PERSON _____

ADDRESS _____

PHONE () _____ FAX () _____ CELL () _____

E-MAIL _____ WEBSITE _____

Load-in and set-ups are scheduled for Wenesday, Aug. 9th & Thursday, Aug. 10th. Set Up Times are as follows:
Spaces 1-10, Wednesday, August 9th #1-5: 3pm, #6-10: 6pm, Spaces 11-20, Thursday, August 10th #11-15: 8am, #16-20: 11am
EARLY SET-UP WILL NOT BE ALLOWED - YOU NEED TO SHOW UP AT YOUR DESIGNATED TIME TO ENSURE A FAST AND ORDERLY SET UP.

I would like to reserve a space in the following size:

	10x10__	10x15__	10x20__	10x30__
Paid before 12-31-16	\$700	\$800	\$900	\$1,100
Paid 1-1-16 thru 3-31-17	\$800	\$900	\$1,000	\$1,200
Paid after 3-31-17	\$1,000	\$1,100	\$1,200	\$1,400

NOTE: Should your set-up exceed the reserved size, an overage fee of \$200 will be assessed on-site.

Limited number of spaces available. Space is not guaranteed. **(Please note: spaces/trailers will be measured. Entire set-up including trailer tongue, etc. must fit within designated reserved area.)** _____ Size of tent/trailer (including tongue)

Be very specific and all inclusive regarding electrical requirements.
 Please see and complete electrical worksheet on page 2 of this application to determine your specific electrical needs.

I need electric service provided with my vendor space reservation: Yes _____ No _____

I will provide one 100 foot 12 Gauge Heavy Duty Grounded Extension Cord per Circuit Required: Yes _____ No _____

Overnight electric will only be available for fridges & coolers, not for overnight guests in RV's, Campers or Tents.
 Tear-down is Saturday night at the close of the festival, but you may pull out Sunday Morning by 12:00 Noon.

NOTE: ICE will be available on-site at \$4/bag. Pay before & pick up at the beer tent.

I will have a fire extinguisher in my booth throughout the fest: Yes _____ No _____

____ Please include a full menu of what you plan to offer at the fest with this application. (Products, Services, etc.)
 (Please note: The festival reserves the right to request alterations as it deems necessary.)

____ Please include at least one digital or printed photograph of your planned display space with this application.
 (Please note: Photos will not be returned.)

Trash deposit fee of \$100 required by ALL vendors.

Deposit will be refunded via mail after the festival, provided that all trash is disposed of into provided dumpsters and vendor area is left as it was found. To ensure your full fee is refunded, take an exit photo of your area and text to: 937-243-1091 or e-mail to: Mariew@marysvillejt.com. **FAILURE TO ADHERE TO AOBF RULES & REGULATIONS - INCLUDING EARLY DEPARTURE WILL RESULT IN THE FORFEIT OF ALL MONEY OWED BY AOBF INCLUDING THE DEPOSIT.**

Gray Water - must be stored and removed from the Fest by the vendor. Dumping of gray water into storm drains will result in fines and clean up fees. Offending vendors will be removed. May use porto-john upon request. No refunds and no invitation to return.

of operation are not met. Vending will be allowed to continue once all conditions are met. Failure to correct violations/conditions will result in removal from the Fest. No refunds will be granted.

Oils and Food Residues - To prevent staining or damaging hard surfaces, food vendors are required to place tar paper under those areas where seepage or spillage is possible, and dispose of their own upon completion of the fest.

Health Dept. Regulations - Due to health department regulations, all food vendors will be required to wear food serving gloves and follow all Health Dept. rules and regulations.

Rights Reserved - The Fest reserves the right to close food vending operations in the event of rules violations or if requirements

Vendors will enter and exit Fest at the Clymer Road entrance. Vendor parking will be provided behind the blue hangar. No driving on Festival grounds during the event.



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Vendor Operations Agreement

The vendor operations agreement is put in place to remind vendors of our basic rules for operation during the All Ohio Balloon Fest. After reading each item, please initial to indicate that you have read and agree. These are not optional. We will not honor incomplete applications.

The Fest determines operating rules and procedures based on our permits and regulations set forth by city ordinance, to provide a cohesive well-managed event, to provide for the safety and protection of attendees/participants and to protect the public space from undo harm or damage.

If selected as a vendor to participate in the All Ohio Balloon Fest, I understand and will adhere to all operating rules and procedures including those listed below. [Please initial each]

____ My booth will be open for business during **ALL HOURS** as set by the Fest. Early pull out will result in forfeit of all money owed by AOBF.

____ This is an outdoor event. It is my responsibility to prepare for weather contingencies.

____ If using a tent, I will attach sufficient weight on all corners of my tent to prevent my tent from becoming a missile in the event of high winds. I want to protect my investment, the investment of other vendors around me and the safety of the public, fellow exhibitors, Fest staff, etc.

____ Load-In times are scheduled for Wednesday, Aug. 9th and Thursday, Aug 10th - I will arrive at the designated time based on my space location in order to ensure a fast and orderly set up.

____ I will bag and tie my trash and place it in the provided dumpster located at the parking area outside gate each night.

____ I will pick-up/clean up around my booth space before leaving the Fest on Saturday evening or Sunday morning by 12:00 Noon.

____ I will follow the rule of "leave it better and cleaner than when I found it," and will take a photograph upon my exit

____ I understand that failure to adhere to any of these rules or procedures will result in complete forfeiture of my deposit.

READY to submit your application? Make sure you have included the following items:

Incomplete applications will not be considered.

____ Fully-completed application

____ Initials where required on vendor operations agreement

____ Signed/ dated liability form

____ Minimum of one digital or hard copy photo of your on-site workspace

____ Completed electrical worksheet

____ Copy of my current insurance certificate

____ All required fees (booth, additional electric if required, trash deposit)

____ Signed & dated Below

Print Name _____

Date _____

Signature _____

Return this form, all required additional information and fees to:

All Ohio Balloon Fest, Inc.

attn: Marie Woodford

207 N. Main St.

P.O. Box 226

Marysville, Ohio 43040

937-644-9111 x140 or 937-243-1091

Make checks payable to All Ohio Balloon Fest, Inc.

You may e-mail your completed forms and photos to: Mariew@marysvillejt.com