

## 45th All Ohio Balloon Fest August 13th, 14th & 15th, 2020

### Official Sponsor Event Participation Form

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Please type or print neatly!	FOOD VENDOR	NON-FOOD VEN	DOR DA	ATE				
BUSINESS NAME								
CONTACT PERSON								
ADDRESS								
PHONE ( )	FAX ( )	(	CELL ( )					
E-MAIL	WEBS	SITE						
Load-in and set-up times will be scheduled for Wednesday, Aug. 12th & Thursday, Aug. 13th.  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 i	n the following size: 10	0x10 10x15_	_ 10x20	NOTE: Space is tight!				
Sponsor spaces larger must be paid for by '		NO FEE \$500	\$700	Please do not exceed the size of your requested space.				
I would be bringing a: tent trailer Limited number of spaces available. Spacetc. must fit within designated reserved	e is not guaranteed. <b>(Please n</b> o	x(inc ote: spaces/trailers will be	cluding tongue/total se e measured. Entire se	et up) t-up including trailer tongue,				
Be very specific and all inclusive regar Please see and complete electrical work	ding electrical requirements		specific electrical nee	ds.				
I need water hook up provided v	with my vendor space r	reservation: Yes	(\$50 addition	al fee) No				
I need 50 amp electric service	provided with my vendo	or space reservation	*: Yes (\$10	OO add'l fee) No				
*If "Yes" I will provide a 100 foot	; 12 guage heavy duty g	rounded extension co	rd per ciruit need	ed: Yes No				
Overnight electric will only be available Tear-down is Saturday night at the close				NOTE: ICE will be available on-site				
I will have a fire extinguisher in				at \$4/bag. Pay before & pick up at the beer tent.				
Please include a description of what you plan to offer at the event. (activities, services, giveaways etc.) (Please note: The more you can tell us, the better we can try not to have duplication of offerings and activities)								
Sponsors will be given parking safety reasons, we do not allo All Balloon Fest sponsors are invited to m prior to the event. Some suggestions wou	w driving on Festival g arket their businesses to our p Ild be: Coupons, gift cards, hand	grounds during the objects and/or our volunteers douts, small gifts and prom	event.  s by donating items for notional items. If you wo	bags that will be given out ould like to participate, you can				
provide 30 items for pilot packs and/or 3 Marie Woodford 207 N. Main Street, Ma	rysville, Ohio 43040.		opped off to: The Marys	ville Journal-Tribune, ATTN:				
l am interested in providin	_		Cour D					
I am interested in providin	y # items for Bal	lloon Fest Volunteeı	's owag Bags					



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#### Electrical requirements and restrictions for Ohio Balloon Fest event participants

- 1. There are two 100 amp 120/240 volt 1 phase temporary services available for all vendors' electrical power.
- 2. Standard receptacle and power available are:
  - a. 120 volt 20 amp duplex GFCl protected maximum load 2000 watts (or 16.5 amps) continuous per receptacle
  - b. 120/240 volt 50 amp 3 pole 4 wire grounding (NEMA configuration 14-50R) maximum continuous load 3000 watts (25 amps per phase at 120 volts)

No direct hook ups of cables to temporary panels will be permitted

YOU MUST PROVIDE A MINIMUM OF ONE-100 FOOT 12 GAUGE HEAVY DUTY GROUNDED EXTENSION CORD PER CIRCUIT REQUIRED. (This is for any 120 volt 20 amp hook up. Cords for 50 amp 120/240 must be 8-4 SO cord.) Final location of booths may require vendor to provide additional cord length. Ungrounded or inadequate sized cords will not be permitted.

Equipment and cords must operate on provided GFCI protected circuits. Equipment and cords that cause GFCI device to Trip may not be used.

Note to Vendors: It is your responsibility to verify and submit the total wattage and/or amperage requirements of your electrical equipment. Example- two 1500 watt 120 volt appliances (crock pots, coffee pots, warmers, etc.) will require two separate 20 amp circuits and two cords. Lighting must also be added to your total load requirements.

Equipment list of Vendor with voltage and wattage or amperage per Item.

#### Example:

1. crock pot120 volts1400 watts2. water heater120 volts1500 watts

3. refrigerator120 volts540 watts (4.5 amps)4. canopy lighting120 volts6-100 watt lamps

#### Total requirement 4040 watts

This would require a minimum of two 20 amp circuits (2 cords)

Self contained units with 120/240 volt 14-50 plug hook ups must balance load to a maximum of 3000 watts per phase continuous.

### Please list all electrical items that will be used during the 2020 All Ohio Balloon Fest. Fill in the volts, amps and watts of your item(s).

ltem	Volts	Х	Amps	=	Watts
		Х		=	
		Х		=	
		Х		=	
		Х		=	
		Х		=	
		Х		=	
		Х		=	
		Х		=	
				Total Watts:	

Other electrical items that may not be listed in the example above are: refrigerator, coffee maker, freezer, toaster, or hot plate.

Be very specific and all inclusive regarding electrical requirements. We will not allow overloading of circuits and will close vendors found to be overloading. Complete electrical work sheet to determine electrical needs.



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#### **Event Participation Agreement**

Please initial to indicate that you have read, understand and agree to the rules for event participation.

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.

As a sponsor participating 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. Empty booths do not look good to our attendees. 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 will be scheduled for Wednesday, Aug.12th and Thursday, Aug 13th - 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. \_l 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 in case of any issues. Ready to submit your Participation Form? Make sure you have included the following items: \_\_\_\_ Fully-completed form \_\_ Initials where required on Event Participation Agreement (above) \_\_\_ List of activites/services/giveaways that you will offer at the event \_ Completed electrical worksheet \_\_\_\_ Additional fees if required (larger booth space, water and/or electric if needed) Signed & dated below Date

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@marysvilleit.com