

# Juneteenth Oberlin 2018 Vendor/Exhibitor Application

## [Please Print]

Name of Businesses/Booth:		
Contact/Representative:		
Address:		
City:	State:	Zip:
Day Phone:		Home Phone:
Cell/Pager		FAX:



Email:	
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<b>WITHOUT ELECTRICITY</b>	Price	Quantity	Total
Church (Pastor Signature Required)/ Info Only/ Non Vendors	Free	1	0
Signature:			
For Profit Business	\$35.00		
Personal or Family	\$35.00		
Non-Profit Organization	\$30.00		
<b>WITH ELECTRICITY</b>			
Church (Pastor Signature Required)/ Info Only/ Non Vendors	\$30.00		
Signature:			
For Profit Business	\$45.00		

Personal or Family	\$45.00		
Non-Profit Organization	\$45.00		
<b>WITHOUT ELECTRICITY</b>			
Church (Pastor Signature Required)/ Info Only/ Non Vendors	\$20.00		
Signature:			
For Profit Business	\$50.00		
Personal or Family	\$50.00		
Non-Profit Organization	\$50.00		
<b>WITH ELECTRICITY</b>			
Church (Pastor Signature Required)/ Info Only/ Non Vendors	\$25.00		
Signature:			
For Profit Business	\$55.00		
Personal or Family	\$55.00		
Non-Profit Organization	\$55.00		
<b>RV or Trucks Utilizing Generators</b>			
RV or Trucks Utilizing Generators	\$70		
RV or Trucks Needing 220 Electrical Outlet	\$100		
Food Vendor**	\$100		
License*	\$30-100		
<b>Total</b>			

**\*Licenses are a requirement for all food trucks.**

**\*\* Food Trucks are required to have two licenses. Vendors will have a two-part process to go through. Vendors must get a license from the Lorain County Health Department and a permit from the city of Oberlin. All Food Vendors will have additional fees for both of these licenses. For more information on the City of Oberlin License please visit <http://www.cityofoberlin.com/>**

**OVER**

We will do our best to honor your request for a specific booth location. Booth assignments will be made as close to your indicated request as possible. Remember, booth assignments are made on a first come/ first served basis. Postmark or date received will be used to order booth applications.



Please list three (3) choices for booth space (See map of Tappan Square)

1 <sup>st</sup> Choice:	2 <sup>nd</sup> Choice:	3 <sup>rd</sup> Choice:
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Please indicate the number of workers you will have at your booth:

If your booth is a food concession, YOU MUST SECURE A TEMPORARY FOOD SERVICE LICENSE from the Lorain County Health Department. There will be a fee for this license. All questions regarding this process should be directed to Lorain County General Health District, 9880 South Murray Ridge Road, Elyria Ohio 44035, Phone: 440-322-6367, <http://loraincountyhealth.com/programs/environmental.shtml>

A potable water supply will be available to Vendors/ Exhibitors on Tappan Square.

PRODUCTS FOR SALE: [Please list all products to be offered for sale in your booth. Attach additional sheets if necessary.]

ITEM	PRICE	ITEM	PRICE

**Make Checks payable to Juneteenth Incorporated and return with this form to:  
Juneteenth Inc. MPO #604**

Printed Name:	Date:
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Signature:

The terms of this contract are binding upon all parties hereto, their successors or assigns.

By signing above you agree to the terms of this contract. If have any questions or concerns, please contact Adenike Sharpley, Chair, Juneteenth Oberlin, Inc., 440-774-4327[message only], visit Ade's Place 16 South Main Street, Oberlin OH 44074 for in person consultation, or email [asharple@oberlin.edu](mailto:asharple@oberlin.edu)  
[JuneteenthOberlin@lycos.com](mailto:JuneteenthOberlin@lycos.com)

OVER

### **Vendor/Exhibitor Agreement - Please read very carefully!**

- By signing the application, the applicant has read and agreed to the Terms and conditions.
- Event Location & Hours: Juneteenth Festival hours are 9:00 am until 6:00 pm, Saturday, June 10<sup>th</sup>, 2017. Set-up will be from 8:00 a.m. to 10:00 a.m. on the day of the Festival.
- Before beginning set-up all Vendors/Exhibitors will report to the Juneteenth Information Desk for Vendor/Exhibitor identification Badge.
- Juneteenth Inc. grants the Vendor the rights to sell, distribute, or display *exclusively* the items listed and described on the Vendor Application. Vendors receive no promises regarding guaranteed income.
- Vendors/ Exhibitors must move their vehicles Tappan Square immediately upon unloading and setting up. ***ABSOLUTELY NO VEHICLES ARE ALLOWED ON THE BRICK PATHS ON TAPPAN SQUARE.*** Vendors/ Exhibitors must enter off Route 511 (West Lorain Street) at the North West corner Tappan Square on black pavement only.
- **NO RAIN DATE: The Juneteenth Festival will be held outside, rain or shine, on Tappan Square (corner of Main and College Street) in Oberlin on Saturday, June 10th, 2017.**
- Juneteenth Inc. reserves the right to reject any inappropriate work or display (as judged so by Juneteenth Inc.) and to ask any vendor or exhibitor to leave who fails to comply with a request to remove an item or display from his/her booth with no refund or fees.
- All sales are to be from a vendor's assigned booth only (i.e. no roaming sales).

- No bullhorns or megaphones, flashing lights or strobes, speakers or sound amplification are allowed at booth area.
- ***Surrounding area is to be kept clean at all times.*** The Vendor/Exhibitor is responsible for leaving assigned booth space free of litter. Trash should be bagged and taken to the trashcan for pick-up. Recycling is required.
- Each Vendor/Exhibitor is responsible for providing their own tables and/or chairs and collecting their own Retail Sales Tax.
- Absolutely **NO ALCHOLIC BEVERAGES** are allowed and **NO PETS** are allowed at booth site.
- Booth Space: Booth assignments will be made only upon receipt of contract and payment in full on a first come, first serve basis. We will do our best to honor your preferred choice. However, Juneteenth Oberlin reserves the right to change locations or booths for unavoidable reasons. Booth assignments will be made as close to your indicated request as possible. Postmark or date received will be used to order booth applications.
- Chairs & tables will **NOT** be provided.
- Booth fees must be paid in full (**ONLY ACCEPTING MONEY ORDER** (preferred) & **CASH**) by **MAY 31, 2017**. All booth fees will be returned in the event that the Juneteenth Festival is cancelled.
- Booth reservations made by **MAY 31, 2017** will be listed on the final Juneteenth Schedule of events.
- No booth space may be shared or sublet without written permission from Juneteenth Oberlin. Any subletting requests must be received and processed by **MAY 31, 2017**.
- Vendors/Exhibitors may terminate this agreement at any time with the understanding that all fees paid to Juneteenth Inc. will be forfeited without the availability of a whole or partial refund.

**Liability Waiver:** Vendor/Exhibitor agrees that Juneteenth Inc. and the Oberlin African-American Genealogy and History Group bear no responsibility for any personal injury sustained by Vendor/Exhibitor or their employees or for the loss of, or damage to, and property/goods from any cause whatsoever at this event. The Vendor/Exhibitor agrees to hold Juneteenth Inc. and the Oberlin African-American Genealogy and History Group and their trustees, employees, agents and worker harmless from any loss, injury of damage sustained by the Vendor/Exhibitor, his or her agents, employees or customers from any cause whatsoever at any time relating to this event. The Vendor/Exhibitor is responsible for any required liability insurance. Please no wholesalers.

The terms of this contract are binding upon all parties hereto, their successors or assigns.

**By signing the application form, you agree to the terms of this contract.**

If you have any question or concerns, please contact Adenike Sharpley, Chair, Juneteenth Inc. at 440-774-4327[messsage only], visit Ade's Place, or email [asharple@oberlin.edu](mailto:asharple@oberlin.edu)  
[JuneteenthOberlin@lycos.com](mailto:JuneteenthOberlin@lycos.com)

**Please keep this sheet for your reference.**