



2011 FOOD, CRAFT & MERCHANDISE VENDOR APPLICATION

WHAT: A Car & Bike Tour leading into a Downtown Eaton Ohio Street Fair & Concert co-sponsored by The Preble County Historical Society and Downtown Eaton Inc and designed as an OPPORTUNITY to promote local businesses through a yearly regional event.

WHO: Motorcycle & Vintage Car Enthusiasts, plus local residents & blues fans are expected from the Tri-state area.

WHEN: Saturday June 18, 2011. Set up: 12noon-2:00pm, June 18, 2011.

HOW: Participate with either of two low cost options

1) **Be a Raffle Sponsor:** Sponsor a \$50 Raffle Gift in lieu of a booth fee - provide a gift basket, gift card/s, or products worth \$50 retail to be raffled to our Ride participants. A great marketing venue!
/OR/

2) **Be an Event Sponsor:** We'll waive the \$50 value booth fee with your paid \$200 Sponsorship Fee! Sponsors receive: business logo on PCHS website linked to your site, and on official BBB T-shirt. Your business listed on the BBB Facebook page, printed on all marketing materials and the opportunity to place your business card and promo items in event goody bags provided to all paid ride registrations!

APPLY NOW: We hereby apply for a food, craft, or merchandise booth at the *Bridges, Bikes & Blues* event and agree to abide by all rules and regulations of the event, the Preble County Historical Society, the City of Eaton, and the Preble County Commission. Carefully review the Rules & Regulations provided. If they meet your approval, complete, sign and return this application with your \$200 sponsorship fee or \$50 value gift items. A photo of your booth must be provided with application. Upon acceptance, a notice of confirmation will be provided to you.

PLEASE TYPE OR PRINT LEGIBLY: Return application and fee/raffle gifts to Preble County Historical Society, 7693 Swartsel Road, Eaton, Ohio 45320 or Fax 937-787-4256

Name/DBA _____

Sponsorship Level (check): Event Sponsor \$200 Raffle Sponsor (describe intended donation) _____

Address _____ City _____

State _____ Zip _____ Phone/cell _____ E-Mail _____

Vendor License # _____ Preble County Health Permit (food only) _____

Electrical Requirements (100 outlets available) _____ Tent or Booth size (L,W,D): _____

Please provide specific list of proposed food and/or beverage items (attach separate sheet if needed & photos):

Trailer Size (include hitch measurement) _____ Special requests _____

PAYMENT INFO: Please make Cash and checks payable to: Preble County Historical Society
7693 Swartsel Road, Eaton, Ohio 45320 - 937.787.4256 - <http://www.pchs.preblecounty.com>

INDEMNIFICATION: To the fullest extent permitted by law, you (the vendor) shall indemnify, defend, and hold harmless, The Bridges, Bikes & Blues event, the Preble County Historical Society, The Preble County Commission, The City of Eaton, sponsors of the event and their respective employees, directors, officers, agents, volunteers and other persons acting on behalf of and against any and all claims, actions, suits, causes of action, or demands which arise or are in any way connected with the acts or omissions of you, your employees, directors, officials, agents, volunteers or other person acting on your behalf.

Name/DBA (printed) _____

Signature _____ Date _____ Amount Enclosed: _____

I am attaching a copy of \$300,000 minimum liability insurance certificate (please initial) _____

RULES & REGULATIONS:

- 1) **LICENSES & PERMITS:** All food vendors must have a valid Preble County Health Department permit/Certificate. Valid mobile licenses are acceptable. **Vendor** must apply for a temporary permit or provide a copy of a valid mobile license directly to the **Preble County Health Dept., in advance.**
- 2) **INSURANCE:** Vendors must provide a valid certificate of insurance, naming the Preble County Historical Society, the City of Eaton, and the Preble County Commission, as an additional insured. **VENDORS WILL NOT BE ASSIGNED SPACE UNTIL "VALID" INSURANCE CERTIFICATE IS RECEIVED.** Make sure your policy extends through the event dates and times. Failure to provide a Valid Certificate of Insurance may delay your acceptance.
- 3) **LIABILITY:** The Preble County Historical Society, The City of Eaton, The Preble County Commission, its sponsors, and volunteers assume no liability for loss or damages to a vendor's wares or property occurring during the event or resulting there from. Please staff your booth at all times. The Preble County Historical Society is not responsible for the loss of your personal belongings or damage to theft, weather conditions, or other unforeseeable situations and/or conditions.
- 4) **COST:** \$50 retail value gift basket, gift card/s, merchandise, or \$200 sponsorship fee. Full payment must be received with application
- 5) **VENDOR HOURS:** 2:00pm-10:00pm, Saturday, June 18, 2011, **rain or shine.** Vendors may pack up after the event closes on Saturday night, or, on Sunday morning before 12noon, June 19, 2011. **PLEASE BE PREPARED FOR WEATHER CONDITIONS OF THE DAY!**
- 6) **CHECK-IN & SET-UP:** Each vendor is responsible for supplying their own set-up equipment, setting up, tear-down, and cleaning up the same. All vendors are required to check in between 12noon and 2:00pm on Sat. June 18, 2011 in front of the Preble County Courthouse.
- 7) **LOCATION:** The BBB committee will assign booth location. Once assigned, movement will not be permitted.
- 8) **ELECTRICITY:** 110 V electrical hook-ups are available. It is the vendor's sole responsibility to connect to the hook-ups. Electrical needs must be furnished with application. Vendors shall supply all adapters and power cords, subject to Fire Marshal approval – maximum 200ft.
- 9) **WATER:** Water hookups might be available. Vendors must supply proper sanitary water hose, connections and check valve.
- 10) **VENDOR BOOTH RESTRICTIONS** include, but may not be limited to: You are responsible for providing your own: trailer, tent (12'x12'max), awnings, tables, table covers, decorations, extension cords, signage, any and all pertinent supplies, and equipment needed for your food booth. Vendors must sell goods only from their assigned concession area. No hawking, obstructive signs or public address systems. Use of golf carts by vendors is strictly prohibited. Each food, and/or merchandise item sold must be listed on application. The BBB committee reserves the right to request concession or menu changes. Approved menu items will be confirmed with acceptance. You will only be permitted to sell confirmed items. While the committee will attempt to limit duplication of items by various vendors **WE DO NOT GUARANTEE EXCLUSIVITY** of any food or beverage item **TO ANY VENDOR.**
- 11) **PETS:** Pets, or other than those assisting individuals with handicaps is prohibited.
- 12) **REFUNDS:** Refunds will not be returned for any reason after June 11, 2011.
- 13) **RETURNED CHECKS:** a fee of thirty dollars (\$30) will be assessed for any returned checks. A certified check or money order in the amount of any returned check plus the \$30 fee will then be required for payment.
- 14) **TRASH:** Dumping of grease on the grounds, sidewalks, streets, or in trash cans is strictly prohibited.

Please copy and keep this registration form for your records.

We look forward to your participation in making this a Historic Event!

For more information: Call 937-787-4256, or fax 937-787-4256:
Email: preblecohistsoc@brecnet.com. Web: <http://pchs/preblecounty.com>