

Event Information

Set-up

Each vendor is responsible for set-up of his or her own booth. Vehicles should be unloaded & relocated to designated parking area, with booth set-up, by 2 p.m. on Friday and open by 9am Saturday and Sunday. No unauthorized vehicles will be allowed through the gate after these times! If you arrive late, you will not be permitted to drive onto festival grounds! Set-up can begin Thursday at noon and continue until dusk. Thursday set up is highly encouraged. Friday setup will begin at 8am.

Closing and Teardown

You may close your booth at dusk on Friday and Saturday. However, the festival will not be closed. Therefore, no vehicles will be permitted through the gates. After 10:30 p.m., vehicles will be allowed in. Teardown on Sunday begins at 4 p.m. Vehicles will be allowed through the gates at 4:30 p.m.

Liability

The Ohio Pawpaw Festival and its organizers do not accept any responsibility for any injury, loss of damage to goods, displays, equipment or persons.

License and Permit Requirements

You must provide evidence of a Vendors License from the State of Ohio. The license requires a one-time fee and the processes takes 4-6 weeks by mail or go to ohiobusinessgateway.com to pay by credit card and obtain an immediate license number. Contact the Athens County Auditor at 740-592-3223 for more information. All vendors must have their license in their booth. If you are exempt from having a license, please note that in the "vendor license #" space provided on the application and provide proof (e.g. appropriate IRS form, exempt status #, etc.) of exemption.

Event Fees

For each 10'x10' space outdoors the fee is \$40. Additionally, 10% of gross sales for each 10'x10' space outdoors will be collected by festival organizers at the end of the festival. You provide your own tent (which must be staked or weighted), table and chairs. You are allowed to camp on the festival grounds to provide additional security for your booth. If you want to camp in the Lake Snowden campground, you must call them to reserve a space, 740-698-6373.



13th Annual Ohio Pawpaw Festival 2011

Lake Snowden
Albany, Ohio

Friday
September 16
4 p.m. – 12 a.m.

Saturday
September 17
10 a.m. – 12 a.m.

Sunday
September 18
10 a.m. – 4 p.m.

Ohio Pawpaw Festival

The Ohio Pawpaw Festival is a fun-filled and educational community event celebrating one of America's largest native tree fruits, the Pawpaw (*Asimina triloba*). This two-and-a-half day event highlights the rich history and future possibilities of the pawpaw through delectable foods, quality entertainment, unique arts, crafts and local businesses throughout southeastern Ohio and beyond. Special events at the festival include competitions for the best pawpaw, best pawpaw related work of art, pawpaw cook-off, and the ever-popular pawpaw-eating contest. An energetic family environment is created by Kids Central, which provides a wide range of hands-on activities. The Main Stage is host to some of the best musicians and performers in our region. A full line-up of presentations and activities cover pawpaw growing, cooking, genetics, medical use and other topics related to sustainability.

Ohio Hill Country Heritage Area

Ohio's Hill Country Heritage Area is a non-profit membership organization dedicated to the identification, protection and appropriate development of the natural, cultural, recreational and economic resources that make up Appalachian Ohio to enhance the quality of life of the region's residents and to welcome visitors to experience the area's rich heritage, natural beauty and traditions.

Community Marketplace

The Community Marketplace is an eclectic mix of arts, crafts, pawpaw trees and other plants, and community information. Each year the festival grows larger and more diverse making the judging process more difficult. We have experienced over 5,000 visitors who spent over \$35,000. An estimated 15-20% of those visitors came from outside the region. As a vendor, you will be able to market your product to people from all over the country. Please read this application carefully, fill it out legibly, describe your booth in detail and review the support material checklist to ensure that your submission is complete.

General Rules and Regulations

- Sale items cannot include the Ohio Pawpaw Festival or Lake Snowden name or logo.
- Vendors are expected to bring trash bags and keep their area clean throughout the festival and to remove ALL debris from their area at teardown.
- No radio or boom box.
- Do not leave your booth unattended.
- You may NOT share your booth.
- Festival organizers will collect 10% of your daily gross sales beginning Sunday morning.
- All sales must be made from inside your booth area. You may not roam the grounds to solicit sales.
- We encourage you to provide demonstrations in your booth and to provide items and information relevant to the pawpaw.
- Non-profit organizations that are selling merchandise but are tax exempt according to ORC 5739.02 (see <http://codes.ohio.gov/orc/5739.02> for more information) must provide proof of their exemption status.

Send application packet and booth fee to:

**Ohio Pawpaw Festival
Attn: Deanna Schwartz
41625 Bearwallow Rd.
Shade, OH 45776**

Application Deadline: September 1, 2011

Your timeliness in getting your application submitted on or before this date is *GREATLY APPRECIATED*.

Direct questions to Deanna Schwartz at:
deanna.athens@gmail.com

Community Marketplace Vendor Application

Business: _____

Contact Person: _____

Phone: _____ Mobile: _____

Email: _____

Website: _____

Address: _____

City: _____

State: _____ Zip: _____

Vendors License #: _____

Electric will not be available for non-food vendors

Support Material Checklist

Application will not be considered without the following:

- ___ Application Form
- ___ Vendor fee made payable to Ohio Pawpaw Festival
- ___ List of items you plan to display or sell
- ___ Photos of your items
- ___ Detailed description of booth (include photos if can)
- ___ Complete description of any demonstrations

Returning Vendors

Please send updated information if applicable.

Please see our web page for additional information and general rules for all vendors at:

http://www.ohiopawpawfest.com/get_involved.html

THE 2011 PAWPAW FESTIVAL DOES NOT GUARANTEE OR RESERVE SPACES FOR VENDORS.

Your signature indicates you agree to abide by the Ohio Pawpaw Festival terms and conditions as described in the 2011 registration and information.

Signature: _____

Date: _____