

MARKETPLACE

Toledo, Ohio

MarketPlace Vendor Application – June 1 & 2, 2024 – 10 am to 5pm both days

Please Print

Name _____

Address _____

City _____ State _____ Zip _____

Phone # _____ Cell Phone _____

Contact Name _____

Email _____



Below are the booth / space options available. All spaces are assigned prior to set-up. If you have other requirements, please indicate

Space Requested:

_____ Standard Space 12' X 12' _____ Double Space 12' X 24'
_____ Other _____ Space Size (by arrangement only)

Product you're selling: _____

Other requirements: _____

Booth Fees: After April 1st		Before April 1st	
_____ Standard \$175.00	or	_____ Early Bird \$150.00	
_____ Double \$250.00	or	_____ Early Bird \$225.00	

Early Bird fees apply if application and payment are received by April 1st.

_____ Total Amount Due

All vendors are required to show proof of "liability insurance coverage" OR sign a "release of liability to the OWEA" waiver that we will provide.

We can only except cash two weeks before Festival - No Refunds - Signed application and payment must be sent together.

Mail signed application and payment, make all checks, certified check, money order payable to:

Old West End Festival MarketPlace, P.O. Box 4652, Old West End Station, Toledo, Ohio 43610

Want to sign-up and submit your payment online? Head to: **toledoldwestend.com**

Set-up Hours and Check-In are Saturday 8 a.m. - 10:00 a.m. (Friday set-up is also available)

_____ Check here if you will be setting up on Friday between 2pm to 5pm.

Questions? Email Jane Petitjean at: janepetitjean@bex.net

_____ I agree to all the stated requirements, guidelines, and rules of the OWE Festival MarketPlace.

Vendor Signature _____

Please make sure that you have signed and enclosed: Signed Application Vendor Rules \$\$\$ Payment

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MarketPlace Vendor Rules – June 1 & 2, 2024 – 10 am to 5pm both days

- 1. NO FOOD OR DRINKS** can be sold in the MarketPlace.
- 2.** Set-up is only during set-up hours. (8 a.m. - 10:00 a.m Saturday)
All MarketPlace Vendors are required to be open both Festival days 10 a.m. - 5 p.m.
- 3.** Vendors in the MarketPlace must have their vehicle off the street by 9:30 am on Saturday, the day of the festival and **vehicles can not return** to the street until 6:00 pm on Sunday, the last day of the festival. Street will be closed during the Festival, no vehicles are allowed and will be subject to ticketing. If needed, you will have to transport goods to/from your car that is parked in the TMA parking lot.
- 4.** Do not switch booth spots. You are assigned a booth location which cannot be changed.
- 5.** Vendors can only sell their products at your designated booth space.
- 6.** In case of emergency, follow Police, Security Officers and Festival Staff directions. If a medical emergency, call 911 then contact MarketPlace Team.
- 7.** MarketPlace applications subumitted 2 week prior to event must be paid with cash only. Checks, money orders or cashiers checks will not be accepted after **5/17/2024**
- 8.** You are responsible for set-up, maintaining and removal of your booth, merchandise and trash. The vendor will be charged for clean-up if the space is not cleaned upon departure.
- 9.** If there is a problem, please contact a staff member of the MarketPlace team or chair.
- 10.** You are responsible for everything regarding your booth. This includes products, money and security. Festival will have overnight security available.
- 11.** MarketPlace merchandise cannot include used or garage sale items.
- 12.** There is no electricy available. Generators are not allowed.
- 13.** MarketPlace is on the street. No stakes allowed. Use weighted tent supports only.
- 14.** The Old West End Association and the Festival MarketPlace does not guarantee or promise profitability, non competition from other vendors, or weather conditions during the event.
- 15. THERE ARE NO REFUNDS FOR VIOLATION OF VENDOR RULES.**

Vendor Signature _____