

SIGNAGE: Small visible signs to denote items for sale or organization name must also be made from natural materials such as burlap or wood and may sit on your counter top or hang from your tent pole or set-up.

COSTUMES: Early to mid 19th century costumes must be worn at all times by all workers (men, women and children) in your booth.

LOCATION: Areas will be assigned and locations may not be changed. You must stay within your designated area.

QUALITY: The quality control committee reserves the right to ask vendors to remove items not appropriate for sale or decor.

FIRE EXTINGUISHERS: All Festival participants working with an open fire OR operate games or activities that require the public to be surrounded by bales of straw must have an approved (ABC type) fire extinguisher at the fire site. Vendors working with grease are required to additionally have a Class K extinguisher.

BOARD OF HEALTH: Food safety guidelines will be provided with your letter of acceptance and must be adhered to without fail. Please note the Johnny Appleseed Festival guidelines are identical to operating under a Board of health permit. Questions should be directed to your area chairperson. Vendors not complying with stated guidelines will be shut down.

COOKING HEAT: Cooking heat must be provided by means appropriate to the period. Electricity or propane will not be permitted. Also, metal warming cabinets, coolers, and other modern items must be kept covered in appropriate material and/or stored out of view.

BREAKDOWN PLAN: We will need a plan, in writing, that will explain what you will do with any and all left over foods. Leaving food on the grounds is prohibited. There is a designated area for dumping hot charcoal from cookers if you are not removing them with your cooking device, please verify this location with your chairperson. Do not dump hot coals and ash in the river.

WHAT THE FESTIVAL PROVIDES

- An educational experience for 3,500 participants and over 200,000 visitors
- Security
- First aid facilities
- ATM Services
- Trash removal
- Comfort stations
- Continuous entertainment on five stages
- Information booth
- Event marketing and publicity
- Quality control
- Crowd control

RULES FOR FOOD VENDOR APPLICATIONS

SET UP: May begin at Noon Friday, September 14, and should be complete, with vehicles off the park grounds, by 9:00 a.m. Saturday and Sunday, rain or shine.

DAILY RAIN POLICY: In the event of rain, goods may be protected by plastic or similar material. Rain gear is acceptable. You may elect to set up after 9:00 a.m., however no vehicles will be allowed to enter the grounds between 9:00 a.m. and 6:00 p.m. on Saturday or 9:00 a.m. and 5:00 p.m. on Sunday. During this time, set up will be at each participant's discretion. Under wet conditions, it will be acceptable to spread straw in your area. If participants follow the rain policy guidelines, their status will not be in jeopardy for future Festival participation.

TIMES: All displays must be open between 10:00 a.m. and 6:00 p.m. on Saturday and 10:00 a.m. and 5:00 p.m. on Sunday. A large crowd generally arrives before opening time. Please plan to have enough activities for both days. It is important that you not close early!

BOOTH APPEARANCE: Tables must be skirted to the ground with materials appropriate to the mid-19th century. Wooden chairs or bales of straw are appropriate seating. Displays must be created with materials available during the early to mid 1800's. Modern supplies must be hidden from public view. No aluminum lawn furniture!



FOOD BOOTH VENDOR PARTICIPANT APPLICATION

THE 44th ANNUAL
JOHNNY APPLESEED FESTIVAL
WILL BE HELD AT
JOHNNY APPLESEED PARK ON:

SEPTEMBER 15 AND 16, 2018.

YOU ARE INVITED TO JOIN IN THIS
CELEBRATION OF THE LIFE OF ONE
OF NATURE'S NOBLEMEN.

APPLICATION DEADLINE: March 31, 2018

JOHNNY APPLESEED FESTIVAL, INC.

% SPLIT APPLICATION

*Please return completed application
by Mar.31, 2018*

FOOD ITEMS TO BE SOLD: List all food or drink items to be sold. All items sold must represent the mid 1800's. Only listed items may be sold unless you receive permission from the chairperson. All food vendor applicants must comply with liability insurance requirements.

%SPLITS: Participants are required to submit a detailed financial statement in the format provided by the Festival Board, along with a check for 20% of the net profit. This form will be sent with the final mailing before the Festival. This form and check are due to your area chairperson no later than November 1, 2018. **Failure to meet this deadline will jeopardize your status for future Festivals.**

TAXES: State taxes, when applicable, must be paid by participating vendors.

APPLICATION FEE: A fee of one hundred fifty dollars (\$150.00) must accompany your application. Refunds will be made if the Johnny Appleseed Board is notified by August 1, 2018. After that date, no refunds will be made. Twenty percent of the net profit is due no later than November 1, 2018. **The application fee is not to be deducted as an expense from the 20% net profit share.** Your application fee is not negotiable or transferable. **PAID LABOR IS NOT DEDUCTIBLE AS AN EXPENSE.**

Acceptance: All applicants are carefully screened. You will be notified by mail or email of your acceptance into the Festival. Notifications will be made after the application deadline date. Please contact your area representative if you do not receive notification after thirty (30) days of the application date.

LIABILITY INSURANCE: The Johnny Appleseed Festival requires that each vendor provide liability coverage with a certificate of insurance in the amount of at least \$300,000, naming the Johnny Appleseed Festival, Inc. as additional insured.

FOOD VENDORS WITHOUT INSURANCE WILL NOT BE ALLOWED TO SETUP. The certificate is due to the area chairperson within 30 days of receiving notification of acceptance into the Festival.

In the case of a weather emergency, you may be asked to vacate the area. Failure to do so may result in police action. This is an enforceable mandate put in place by Homeland Security.

The Johnny Appleseed Festival, Inc. will not be liable for any loss or damage to property of the exhibitor or of its employees, agents, patrons, or guests due to fire, smoke, water from any source, accident from any kind or from any cause whatsoever and will not be liable for injuries to the exhibitor, their employees, agents, patrons or guests for damages or injuries arising from, or in any way connected with the use or occupancy of space. The exhibitor agrees to indemnify and hold harmless the Johnny Appleseed Festival Board and Johnny Appleseed Festival, Inc. against any and all claims of any person whomever, arising out of acts or omissions of the exhibitor, his employees, agents, patrons or guests including, but not limited to, reasonable attorney fees, costs and expenses incurred by enforcing its rights hereunder.

I have read all stated policies and agree to each.

Signature

PLEASE MAIL ALL CORRESPONDENCE TO;

**JOHNNY APPLESEED FESTIVAL, INC.
% BECKY BUTLER
7131 Basel Dr.
Fort Wayne, IN 46835**

e-mail: foodbooths@johnnyappleseedfest.com

Name of organization or individual

President's Name (if applicable)

Address

City State Zip

Work Phone Home Phone

Chairperson's Name

Address

City State Zip

Work Phone Home Phone

Cell Phone

Email Address