

October 11,
2008
9:00 am – 5:00 pm

YELLOW SPRINGS STREET FAIR

General Vendor Information

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IMPORTANT CHANGES TO STREET FAIR FOR 2008: There are several changes that will bring more excitement, variety and opportunity to Street Fair, including: 1) A Beer Garden & Music Festival in front of the Bryan Center, 2) No booths on Glen St. 3) Booths extending farther south on Xenia Ave. 4) Food booths on Walnut St. 5) Non-food booths on Short St. If your booth space from last year is not available, we will do our best to accommodate your request for a new location.

FEES: The vendor fee structure differentiates between local and non-local vendors. To be considered a local vendor, you MUST have a local physical business or resident address; a post office box does not qualify. If you are a local resident representing a group with an out of town location, you will not qualify for local rates. The reduced non-profit rate is for one booth only. The \$10 Chamber discount is for one booth for Yellow Springs Chamber Members only. Checks will be deposited upon acceptance of the application. For insufficient fund checks, payment including a \$25 fee must be made in cash within 3 days of notification to maintain vendor space.

Food Vendor Fees: General Fee ... for clean-up & trash collection...\$25. Fee required for all food vendors.
Water ... \$25; **Electrical ...** \$25. There is a limited quantity of water & electric available to food vendors only.

BOOTH SPACE SIZE: 10' long x 10' deep. Booths are set up back-to-back down the middle of Xenia Avenue, in a single row down the middle of Corry Street and Short Street and on the west side of Walnut St. Your booth will be assigned by the Chamber. Vendors must provide their own canopy, tables, chairs, etc. All canopies must be fire retardant and secured to withstand heavy winds.

SET-UP: 7 a.m. – 8:45 a.m. You MUST empty your car and park it before you begin to set-up. Cars must be off the street by 8:45 a.m. Spaces not occupied by 8:30 a.m. will be considered 'no-show' and reassigned.

TAKE-DOWN: 5 – 6:00 p.m. **Selling stops at 5 p.m. Streets must be cleared by 6:30 p.m. There are no exceptions to this rule.** Violators may be barred from participation in future fairs.

DEADLINE FOR NON-LOCAL APPLICATIONS: Completed applications using only current application forms should be mailed with appropriate fee to the Yellow Springs Chamber of Commerce and must be received by **August 15, 2008**. Notice of acceptance will be mailed starting **August 22**. Applications will be accepted beyond that time. If you do NOT get a space, your check will be returned.

FOOD VENDORS: Food vendors must check with the Greene County Combined Health District, 360 Wilson Drive, Xenia, OH 45385 (937-374-5600) for food handling and license requirements. Health Department inspects day of event. Food vendors must provide a **Certificate of Liability Insurance** with their application. Food vendors using charcoal must have fire extinguishers. Generators may be used; please indicate on application. Electric is limited; 120-volt plug in hookups only; 20 amps maximum per hookup. You are required to provide your own U.L. Certified 10 or 12 ga. wire extension cords. We prohibit 220-volt or hard-wired connections. Please indicate the number of outlets you require as you will only have access to that amount. Electric hook up fee is \$25; use of over 2 outlets will require an additional charge of \$10/outlet. Water hook ups are available on a limited basis; hook up fee is \$25.

COTTAGE FOOD PRODUCTION: Food items produced in a person's home must be labeled according to Greene County Health Department regulations. Regulations will be included with your acceptance if indicated on the application.

PROHIBITED: No sale of guns, knives, water pistols, snappers, caps, explosives, or weapons of any type is permitted at the Street Fair; violations of the rule may result in removal from the event. No tobacco products, drug-related items or Silly String may be sold. No selling from vans or trailers except for food vendors. Walking Vendors are permitted with a permit, issued by the Chamber of Commerce on the day of the event.

CANCELLATIONS: Booths cancelled by September 19 qualify for refund of booth fee, minus \$25 processing charge. Booths cancelled later than this date do NOT qualify for a refund, under any circumstances.

NO RAIN DATE: Street Fair will go on unless there is a public safety issue; participation is choice of vendor.

Consider Joining the Yellow Springs Chamber of Commerce

Membership provides discounts and preferred registration for Street Fair. There are also low cost plans for Health, Dental, and Vision Care, Prescriptions, Worker's Compensation and other business expenses available at low membership rates.

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The Yellow Spring Street Fair is sponsored by the
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