



# 2017 Strawberry Festival Vendor Guidelines

Strawberry Festival Dates: April 8<sup>th</sup> & 9<sup>th</sup>, 2017

We look forward to your being a part of our festival this year! We hope it will be a pleasant and lucrative experience for everyone.

Applications must be postmarked by **March 25<sup>th</sup>**. Late applications will be accepted if there is space available and there will be a \$5.00 late fee. Spaces are assigned on a first-come, first-served basis.

- Payment must accompany your completed application.
- Spaces are 12x20.
- Vendors must provide your own signs, chairs, tables, change, tent/canopy, trash can & liners.
- You are responsible for cleaning your space before leaving each day. All trash must be taken off the farm.
- The festival will be held rain or shine (April 8: 9am – 6pm & April 9: 1pm – 6pm)
- Outdoor exhibitors should be prepared for inclement weather.
- No refunds will be issued after acceptance of application due to weather conditions.
- **No pets or alcoholic beverages** are allowed on festival grounds.

## Set Up:

Vendors may set up Friday from 1:00 pm – 6:00 pm or Saturday morning. All setup must be complete by 8:30 am. Vendor vehicles must be parked in the Vendor Parking Area each day. Exhibits cannot be dismantled during festival hours.

Any vendor creating a disturbance or not abiding by festival guidelines may be asked to leave. Ottawa Farms strives to provide a wholesome, family atmosphere and a pleasant experience for everyone.

Ottawa Farms reserves the right to reject any item or vendor we feel are not suitable for the festival.

For more information, please contact:

Rita Douglas  
Ottawa Farms  
702 Bloomingdale Road,  
Bloomingdale, GA 31302



# 2017 Strawberry Festival Food Vendors Application

Applications must be postmarked by **March 25<sup>th</sup>, 2016**.

*A \$5.00 late fee will be charged for any applications received after that date – **Provided space is available.***

A **copy of your current Liability Insurance Coverage is required** with the completed application.

You must submit a list of all prices & menu items. All prices must be clearly posted & adhered to during the festival. **No Alcoholic beverages, carbonated beverages, or strawberry ice cream are permitted.** If you use wood or charcoal, please bring a suitable metal container for disposal – **not our dumpster**. You must provide your own tables, chairs, extension cords, food grade water hoses, trash cans for customer use, and a fire extinguisher. All trash must be removed from the farm by the vendors each day of the festival.

### **Pricing, Acceptance & Refund Information:**

Fee is \$150.00 per unit plus \$50.00 cleaning deposit. If you unit is clean at the end of festival, the deposit will be refunded. Units are 12x20. This includes 2 days. Electricity may be provided for an additional \$5 per unit, per day. You will be notified of your acceptance and any changes that must be made.

**No Refunds** will be issued after acceptance or in the event of inclement weather.

### **Set Up:**

You may set up between 1:00 pm and 6:00 pm on Friday or on Saturday morning.

**All setups must be completed by 8:30 am Saturday morning.**

Ottawa Farms reserves the right to reject any vendor or items we feel are not appropriate for our family-oriented event.

**For more Information:** Contact Rita Douglas 912.748.3035 or [rwd748@gmail.com](mailto:rwd748@gmail.com)

Name/DBA: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (Day) \_\_\_\_\_ Phone (Cell): \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

### **Description of Menu Items & Pricing:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Type of Set Up:    Self-contained wagon    Vendor Table    Tent

The undersigned RELEASES and HOLDS HARMLESS Ottawa Farms, it's owners, staff, employees, and others participating in this event of any liability before, during, and after said event and agrees to the festival guidelines. Any vendor creating a disturbance may be asked to leave.

Signature: \_\_\_\_\_

Amount enclosed: \$ \_\_\_\_\_

**ENCLOSE PROOF OF LIABILITY INSURANCE**

Please complete and return to:

Rita Douglas

Ottawa Farms

702 Bloomingdale Road,

Bloomingdale, GA 31302