

Dear Concessionaires:

Summer is just around the corner as Lodi Sweet Corn Festival prepares for its 37th annual community festival. If you, your organization or business participated in last year's festival, you know what an opportunity the festival provides for those entrepreneurs interested in promoting a service or selling of product.

Again this year, the festival will start Thursday, July 19 at 4:00 P.M. for all events and vendors! Set-up for the festival will begin at 9:00 A.M.- 9:00 P.M. Wednesday and 8:00 A.M. - Noon Thursday.

As always, the festival organization is ready and willing to assist in answering any questions you may have regarding your participation in the festivities

Finally, as you review the attached booth space application, we would like to highlight several important items:

- * A complete booth space application includes the following:
 1. Signed booth space application (see Lodi Sweet Corn Guidelines).
 2. Check covering booth space fee plus additional fees, if applicable.
Please make checks payable to: Lodi Sweet Corn Festival
 3. Certificate of Insurance: (see Lodi Sweet Corn Guidelines, item #3).
 4. Photo of your booth display (if possible).

- * Lodi Sweet Corn Festival has sole authority over concession placement. Concession space assignments will be based on the following: local vendor, receipt of completed application and fee, space availability, nature of product, electrical needs and general grouping of vendors.

- * State & local sales tax forms will be sent with your confirmation letter.

- * Food vendors are required to follow all Medina County Health Department rules, including on-site mechanical refrigeration units. Coolers filled with ice do not qualify.

- * Your application must be postmarked by May 31, 2018

- * Confirmation e-mail will be sent no later than June 11, 2018

We look forward to seeing you at the 2018 – 37th Anniversary of Lodi Sweet Corn Festival.

Sincerely

Lodi Sweet Corn Festival Committee
Yvonne Sivard – Chairperson
P.O. Box 6 Lodi Ohio 44254
330-948-8047 Office Cell Number
330-416-8028 Yvonne Cell Number
LodiSweetCornFestival@gmail.com

Lodi Sweet Corn Festival Concession Space Guidelines

Please read this application carefully and answer every question completely. Your signature is required on the bottom of the first page of the application form. Application deadline is May 31, 2018. After applications are accepted, there are no refunds.

Item #1 - Corn Festival Operation Times

The Lodi Sweet Corn Festival will be held on Thursday, July 19, (5:00 PM - 10:00 PM), Friday, July 20, (5:00 PM - 10:00 PM), and Saturday, July 22, (1:00 PM - 11:00 PM). These times do not include the time available for set-up. If your application is approved, instruction regarding set-up will be mailed to you.

No vehicles will be allowed in or out of the festival area during the hours listed above.

Breakdown can not begin until the completion of the festival Saturday night at 11:30pm. Breakdown must be completely out of their areas by 2:00 PM on Monday.

Item #2 - Certificate of Insurance

This booth space application will not be complete without a Certificate of Insurance with a minimum of \$500,000.00 in Comprehensive General Liability and \$100,000.00 in Worker's Compensation per accident and disease, and naming *Lodi Sweet Corn Festival and the Village of Lodi* as additional insured for three (3) days, July 20 - 22 2017. Certificate shall include premises, operations and product liability.

Item #3 - Set-up

Set-up begins Tuesday July 17 and Wednesday July 18 9:00 AM - 5:00 PM, and Thursday July 19 8:00 AM - Noon. Concession stands may not be erected in any manner that will cause damage.

Item #4 - Electricity and Outlets

Electricity will be available in limited amounts. Only appliances with "three pronged" plugs will be allowed - **NO ADAPTERS** will be allowed. If you require electricity, you will need to provide your own 12 gauge/3 wire 150' extension cord. Electrical inspector will be on-site to check electrical hook-ups and to remove any potentially dangerous situations. No gasoline generators will be allowed. (Any additional electric requirements other than what was requested on the application will be charged to you directly and paid in full before you will be able to open for business). *One electrical cord per trailer. Electricians will be on site Tuesday and Wednesday afternoon & evening for hook up.*

Items #5 - Waste Disposal

Waste containers will be available and all vendors are responsible for cleaning their own sites. Grey water must be discarded at the approved disposal site.

Item #6 - Water

Water is available to vendors at two locations. NO unauthorized hose connections will be allowed. Ice will be sold during the festival by Lodi Chamber of Commerce.

Item #7 - Health Department Inspections

Food vendors will be continually inspected by the Medina County Health Department. Proper storage, preparation, etc., of cooked items will be strictly enforced. Medina County Health Department Guidelines will be included with your confirmation letter. *Note* that on-site mechanical refrigeration units are required of all food vendors dealing with potentially hazardous perishable food items, such as meat, poultry, fish and dairy items.

Item #8 - Display of Food Prices

Food vendors will be required to display the prices of their food products in a manner which allows all the festival participants the opportunity to examine those prices before purchasing any product. Vendors who do not display prices to the extent that Lodi Sweet Corn Festival Committee feels is sufficient will not be allowed to continue their participation in the festival.

Item #9 - Sales Tax

You are responsible to collect and report.

Item #10 - Governed by Ohio Law

This agreement shall be governed as to performance and interpretation with the laws of the Village of Lodi, Medina County and the State of Ohio.

Item #11 - Vendor Property

Lodi Sweet Corn Festival is not responsible for damaged or stolen property in your area while you are participating at this festival.

Item #12 - Lodi Sweet Corn Festival Rights and Restrictions

All activities performed and products sold at this festival are subject to the approval of Lodi Sweet Corn Festival Committee. Lodi Sweet Corn Festival Committee reserves the right to restrict any questionable products or services.

Item #13 - Cancellation

The Lodi Sweet Corn Festival will take place, rain or shine! *No refunds will be made.*

Item #14 - Discounts

If you are member of the Lodi Area Chamber of Commerce you may qualify for a one booth space discount. Lodi Area Chamber of Commerce businesses that are in good standing at the time of the festival will qualify for a discount of \$25 off **one** booth space fee. The discount only applies to those businesses that are participating in the three day festival.

Item #15 - Employees/Volunteers

You are responsible for your worker's actions.

LODI SWEET CORN FESTIVAL
FOOD CONCESSIONAIRES CONTRACT
FESTIVAL DATES: JULY 19-21, 2018

Official Business Name _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Contact Person(s) _____
 Phone _____ Cell _____
 Fax _____ E-Mail _____
 State of Ohio Tax #: _____

The only items to be sold are those listed below in this contract. We do not duplicate food that other groups have during the Festival. Any additional items must be approved by the Lodi Sweet Corn Festival Committee.

Total cost per stand Non-Profit \$175.00 and Profit \$375.00.

Plus \$50 electrical hook up fee

The concessionaire may not write in any items, once contract has been approved.

Items to be sold are:

Stand #	All Food/Beverage in the stand	Electric Hook-Up Requirements	Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Total Due \$ _____
 Deposit Due \$ _____

Lodi Sweet Corn Festival Committee determines the location of each booth space. We attempt to accommodate special written requests WHEN POSSIBLE as determined by the Lodi Sweet Corn Festival Committee.

REGISTRATION DEADLINE WITH DEPOSIT IS May 31, 2018 deposit is to be 30% of your total due. Make Checks payable to Lodi Sweet Corn Festival. Balance due by June 30, 2018.

For More information call (330)416-8028 or email LodiSweetCornFestival@gmail.com

I have read the entire Lodi Sweet Corn Festival Guidelines (enclosed) and I understand that failure to comply with the terms and conditions contained herein could mean loss of my concession stand space without any refund of fees.

Signature of Participant _____ Date _____
Concessionaire Signature

Contract accepted by _____ Date _____
Festival Chair Signature

PLEASE MAIL CONTRACT, CHECK AND CERTIFICATE OF INSURANCE TO:
Lodi Sweet Corn Festival
Attn. Concession Contract
P.O. Box 6
Lodi Ohio 44254