



2024 Van Wert Peony Festival

Vendor Fair Registration

New This Year

The Vendor Fair will be relocated to Central Ave. and the parking lot directly to the south. This has been done to make way for the All-New Childrens' Area as well as to create more leisure area throughout the park and around the Pavilion. Food Truck Alley will also bisect the Vendor Fair in hopes of creating more traffic for our vendors. In addition, this location will provide easier load-in and load-out of booths and merchandise.

Booth Rental

- Spaces are 10'x10'. All displays and items must fit within the boundaries of your assigned area to ensure minimum pathways are maintained for safety.
- Vendors must supply their own tent, tables, and all other materials required for display.
- Due to the new location, tent stakes are prohibited – weights must be used instead.
- All food and beverage goods must be packaged for consumption at a later date to avoid a conflict of interest with Food Truck Vendors. (Free samples are permitted)
- Same type merchandise booths may be limited at the committee's discretion.
- Vendor booths are expected to be open for the duration of the event (with reasonable exceptions)
- Booth sharing is not permitted

Fees

- Rental fees are \$65/per space for the entire event.
- Booths requiring electricity will incur a \$10 fee for facility power - Generators are prohibited.
- All fees must be prepaid – payment will not be accepted at the Festival.
- No refunds. This is an outdoor event – rain or shine.

Schedule

Friday, June 7th

- 7:30-10am Check in at the Gazebo in Fountain Park
- 7:30-11am Vendor load in and set up
- 11am-8pm Open for business

Saturday, June 8th

- 7:30-9:30am Pathways open to vehicles for restocking
- 10am-8pm Open for business
- 8-11pm Tear down & clean up

Set Up/Tear Down

- Vehicles will be allowed in the Vendor Fair area for set up and restocking before the event opens, however all vehicles must be removed by 10:30am Friday, and 9:30am Saturday. Please be respectful of other vendors and unload and remove your vehicle promptly.
- Vendors are responsible for cleaning up their assigned space at the conclusion of the event.
- Early tear down is prohibited.
- Vehicles will NOT be allowed in the Vendor Fair area Saturday evening until the Festival closes. Vendors are free to load at the entrance to the area at Central and Washington.
- Vendors must vacate and clean up their space by 11pm Saturday night



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Organization/Business Name: _____

Contact Name: _____ Phone: _____

Address: _____

Email: _____

Items to be Sold: _____

Number of Spaces Required: _____

Please Indicate If You Need Electricity: Yes / No

Calculated Total Fees: _____ Fees:
\$ _____ \$65 per space
\$10 electricity connection fee per vendor

By signing below, I agree to the terms set by the Peony Festival Vendor Fair committee. I agree to be present at all times during the show. I will be responsible for my own taxes, certificates, insurance, and licenses. I assume all risks for my property and persons, and will not hold the Peony Festival Board or its agents or the Van Wert Parks Department liable in anyway.

Vendor Signature _____ Date: _____

****Signed contract and payment in full must be received to secure your reservation****

Please mail completed form and payment to:
Van Wert Peony Festival, Attn: Vendor Fair, PO Box 894, Van Wert, OH 45891