



Date: February 8, 2019

From: Kara Lysenko
Barberton Parks and Recreation

Subject: Crafter Application-Barberton Mum Festival

I hope you will plan to join us for the 29th annual Barberton Mum Festival as we celebrate **Under the Big Top!** The 2019 festival will be held Saturday and Sunday, September 28th and 29th. Attached, please find a 2019 crafter contract.

We will once again offer early bird pricing. Contracts received after April 30 must include the additional \$25 or the contract will be sent back. Please keep in mind, due to changes in the festival layout this year, we cannot guarantee specific space requests.

REMINDER: As a result of a request from the Barberton Fire Department, all vendors will be required to come equipped with a fire extinguisher for their booth. Please refer to the following information in the 2019 contract concerning **FIRE SAFETY: All vendors are responsible for having a minimum #5 fire extinguisher of type A-B-C and/or CO2 on hand and be in compliance with all State of Ohio Fire Codes and National Fire Protection Association Codes adapted by the City of Barberton. All fire extinguishers should be properly serviced and functioning.**

If you have any questions regarding the pricing or application, please direct them to me at 330-848-6740 or e-mail me at klysenko@cityofbarberton.com. I look forward to working with you to assure a successful 2019 Mum Fest for all!

29th ANNUAL
BARBERTON MUM FEST
September 28 & 29, 2019

Lake Anna Park
Barberton, Ohio

Send inquiries to:
Mum Fest
500 W. Hopocan Ave.
Barberton, Ohio 44203
Attn: Kara Lysenko
330-848-6740 (phone)
330-745-3841 (fax)
klysenko@cityofbarberton.com

CRAFT APPLICATION & CONTRACT

Dates: September 28, 2019 10:00 a.m. – 6:00 p.m. (Saturday)
September 29, 2019 10:00 a.m. – 6:00 p.m. (Sunday)

RAIN OR SHINE

Location: Lake Anna Park – Downtown Barberton, Ohio

Crafters will be accepted per the date the application is returned. Due to changes in the festival layout, we will do our best to accommodate space requests, but no guarantees will be made. There will be NO REFUNDS – as spaces are reserved. There will be no leasing or selling of your space.

Entry Fee: 10' x 10' area (both days) - \$ 125.00 through April 30, 2019
12' x 12' area (both days) - \$ 160.00 through April 30, 2019
10' x 20' area (both days) - \$ 250.00 through April 30, 2019

Entry Fee: Contracts received April 30 or after, pricing below
10' x 10' area (both days) - \$ 150.00
12' x 12' area (both days) - \$ 185.00
10' x 20' area (both days) - \$ 275.00

Note: ELECTRICITY IS NOT AVAILABLE TO CRAFTERS
CRAFTERS ARE NOT PERMITTED TO USE GENERATORS

Checks made payable to the City of Barberton must accompany signed contracts. Absolutely NO crafter will be permitted to setup for the Mum Fest unless we have received payment in full.

DEADLINE FOR ENTRIES IS SEPTEMBER 9TH or UNTIL FULL

NOTE: *There is no seniority for crafters who have participated in previous Mum Fests. **The best way to assure your participation in the Mum Fest is to return your application and payment early.***

ALL ARTS & CRAFTS MUST BE ORIGINAL WORK BY THE EXHIBITOR ONLY!

No pre-manufactured products will be accepted. We reserve the right to screen all entries. Only items listed on your approved contract will be permitted for sale. A festival participant not adhering to the contract will be asked to leave the show. Entry fee will not be refunded. No face painting, sand art, plastic canvas, beanie babies, toy weapons, train whistles, or Pokeman cards by exhibitors are permitted. No fundraising items (candy bars, raffle tickets, etc.) are permitted. No Avon, Longaberger Baskets, Tupperware, Mary Kay, etc. are permitted in the craft area. T-shirts must be hand painted and not ironed on.

APPLICATION/CONTRACT ACCEPTANCE: Anyone not accepted by the Mum Fest will be notified within 30 days from the time your entry and contract were received.

SET-UP: Friday, September 27 – 2:00 p.m. to 9:00 p.m. (available only to crafters occupying grass spaces and crafters located on Third Street NW)

Saturday, September 28 – 6:00 a.m. to 9:30 a.m. (available to all crafters)

EQUIPMENT/SUPPLIES: Tables, chairs, tents, canopies, etc. are the responsibility of the crafter.

FIRE SAFETY: All vendors are responsible for having a minimum #5 fire extinguisher of type A-B-C and/or CO2 on hand and be in compliance with all State of Ohio Fire Codes and National Fire Protection Association Codes adapted by the City of Barberton. All fire extinguishers should be properly serviced and functioning.

LAKE ANNA PARK: Please keep in mind that this festival is held outdoors in a lake-site park with areas of rolling, uneven contours, trees and sloping walkways. Vehicles and overnight camping are not permitted in the park. Park regulations prohibit pets and alcohol. A map and information about motels and campgrounds in the area will be sent, if requested.

SIGNS: Signs may not block walkways, aisles or other booths. Nothing is to be adhered to trees in the park in any way. Signs and advertisements of any kind are not permitted outside of the allotted booth space.

BOOTH SIZE: Exhibitors will be allotted an area as described in the fee schedule. Tents or other structures used must fit into the allotted area. If crafter exceeds the allotted area, exhibitor will be charged for an additional space. **All stakes used to hold down or secure a booth covering must have protective corners. Stakes or ropes are not to be located in the aisles or walkways.** It is recommended that craft exhibitors use some kind of covering to protect booth contents and workers from the weather. Wind and rain can be devastating to booths that are not well secured and properly protected. Approval of tents or booth coverings is at the discretion of the Mum Fest coordinators to provide safety for participants and those attending the show. Coordinators reserve the right to disapprove tents or booth coverings and deny permission for set up or require the removal of unacceptable tents or coverings.

CRAFTER HOURS: Hours for crafters are Mum Fest hours. All crafters must keep their booths intact both days. Permission for a crafter to leave early will be granted only in a medical or emergency situation. Any exhibitor leaving without permission from the Mum Fest organizers will not be accepted for any future shows.

TRASH REMOVAL & CLEAN UP: All vendors are responsible for the removal of their refuse and discarded items. All vendors MUST keep their respective areas neat and clean and provide sufficient trash liners & receptacles for their booth. All refuse MUST be cleaned up from the area immediately at the close of the Mum Fest each day. The ultimate responsibility for trash cleanup is that of the vendor.

EXHIBITOR UNLOADING/PARKING: Immediately AFTER unloading and BEFORE setup is started, all vehicles must be moved as unloading space is very limited. Exhibitor vehicles must be moved at least 30 minutes BEFORE the Mum Fest opens each day by order of the Fire Department as a fire lane must be maintained at all times. Exhibitor vehicles will not be permitted into the exhibit areas or on the pathway in the park once the show has started because of pedestrian traffic. **ALL VENDORS WILL BE RESPONSIBLE FOR FINDING THEIR OWN PARKING. FESTIVAL ORGANIZERS WILL NOT BE ABLE TO MAKE INDIVIDUAL PARKING ARRANGEMENTS FOR VENDORS.** Please see the enclosed parking map for more information. There will be a limited number of angled parking spots on 3rd Street, NW and W Park Avenue, two perimeter streets around Block 7. These spots will be available to anyone. Angled spots will be available on a first come, first serve basis. **Angled spots will not be able to accommodate trailers.** Please make sure you have sufficient supplies in your booth for the day.

NO CARS: (including vendors) are to be parked within the blockades of Mum Fest by orders of the Fire Department. There will be **no exceptions!** That includes 3rd Street and Park Avenue. The police will be notified and vehicles will be towed.

DISPUTES: Any and all disputes arising from and under the jurisdiction of the Mum Fest committee, before, during or after the Festival, shall be brought to the attention of the Mum Fest Chairperson. The dispute shall then be resolved by the coordinators, whose decision and judgment in the matter shall be absolute and final. Each vendor agrees to be bound by the chairperson's decision without further recourse.

LIABILITY: Each exhibitor hereby releases the City of Barberton, the Barberton Parks and Recreation Commission, the Barberton Beautification Committee and their employees, volunteers and members from any and all liability arising from participation in the Festival in any way, and for any reason, on or off park property, including theft of property or merchandise, booth, or any other property, etc., while booth is attended or unattended, including accidents, personal injury and breakage of property or merchandise. A signed liability waiver for the Festival must accompany all contract applications.

PROMOTIONAL POSTCARDS: Promotional postcards are available for you to pass out at other shows. Please indicate the quantity you wish in the space provided on the copy of the contract you return.

SECURITY: On-site security will be provided during the festival weekend, but this does not guarantee the safety of your merchandise or equipment. Art and crafts should be covered or removed overnight.

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September 28 & 29, 2019
CRAFT APPLICATION/CONTRACT
(Please read carefully)**

I/We have read the above contract and agree to abide by the above terms to make the Barberton Mum Fest a success for all participating craft vendors and the general public.

Signed _____ Date: _____

Print Name _____

Company Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone Number: (____) _____ Cell Phone Number: (____) _____

E-mail Address: _____

Number of spaces required: _____ Booth size: _____

Number of promotional postcards requested: _____

We often receive calls from people who attend the festival and later look for specific vendors. If we are contacted by anyone wanting your contact information are we permitted to disclose it?

Yes _____ No _____

Please check preferred space: *Grass _____ Pavement _____ Doesn't matter _____

***NOTE:** The number of grass spaces available is limited. We will honor space requests on a first come, first serve basis upon receipt of a signed contract accompanied by payment.

DESCRIPTION OF ALL CRAFT ITEMS TO BE SOLD:

CHECK LIST

Before mailing contract, be sure you have:

_____ Enclosed check for FULL amount for Booth Rental Fee, payable to City of Barberton

_____ Enclosed one SIGNED Copy of Application/Contract Form.

_____ Enclosed SIGNED copy of Mum Fest Waiver of Liability.

_____ Enclosed photograph of your crafts and booth setup (required only of new Mum Fest crafters.)

Photographs may also be emailed: klysenko@cityofbarberton.com

MAIL TO: Barberton Mum Fest, 500 W Hopocan Ave., Barberton, Ohio 44203

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WAIVER

I, intending to be legally bound, hereby, for myself, my heirs, executors and administrators, voluntarily assume all risks of accidents or injuries and release and forever discharge the City of Barberton, the Barberton Parks and Recreation Commission, the Barberton Beautification Committee, its employees, officers and agents, from any and all liability for personal injury or property damage of any kind sustained at Lake Anna During the Barberton Mum Fest whether such personal injury or property damage is caused by the negligence of the Barberton Beautification Committee or its employees, officers or agents or otherwise.

I further covenant and agree to indemnify and hold harmless the City of Barberton, the Barberton Parks and Recreation Commission, the Barberton Beautification Committee, its employees, officers and agents from all loss and expense, including, but not limited to, damages, legal expenses and cost of defense, in any manner arising from my use of Lake Anna Park.

Participant Name: _____
(Typed or Printed)

Participant Signature: _____

Date: _____

THIS FORM MUST BE SIGNED AND RETURNED WITH YOUR APPLICATION