



## **VENDOR HOURS: Saturday, August 12 - 9am to 5pm**

Mail to: Summer Fair 2017, c/o Maumee Theatre, 601 Conant St, Maumee, Ohio 43537

## **VENDOR REGISTRATION RULES**

### **Art & Craft Vendors: \$75 before 7/1/2017.**

This category is only for handmade arts & crafts, no manufactured items or direct sales representatives.

### **Commercial Vendors: \$135 before 7/1/2017**

This category is for direct sales companies, clothing, purses, costume jewelry, all manufactured items, games or activity vendors.

### **MUBA Members: @50% before 7/1/2017**

### **Non-Profit 501(c)3: \$65 before 7/1/2017**

Only organizations who can show a State of Ohio 501(c)3 license can receive this discounted rate.

### **Food & Drink Vendors: \$175 before 7/1/2017**

We have limited availability for Saturday food vendors, you must be approved by director and provide a State of Ohio mobile food license with registration. **CANNOT SELL POP!**

### **Electric:\* additional \$35 before 7/1/2017**

**ALL VENDORS must add \$35 late fee after 7/1/2017 NO EXCEPTIONS. NO discount on electric for MUBA members.**

**\*Electric booths available on a first come, first serve basis before 7/1/2017, no electric available after 7/1/2017.**

**Vendors must provide** their own tent cover (**this is required**) and tables and chairs. Easy-up tents are fine. We mark the pavement with booth numbers.

**Fair volunteers** will be available at 7:00 am to help with directions only. We do **NOT** provide staff to help load and unload your vehicles. You need to unload and move your vehicle **before** setting up. This helps everyone get down the narrow streets in a timely manner. Spaces are 12 ft wide x 10 ft deep. **NO SET-UP BEFORE 6:30 am.**

**Vendors are NOT** permitted to sell any food or beverage from their booth, unless they have been pre-approved by the Director. Email: [info@MaumeeSummerFair.com](mailto:info@MaumeeSummerFair.com) to request approval. **Cannot** sell pop, absolutely **NO** water giveaways!

**Booth numbers** are assigned on a first-come basis. **We do not guarantee your location preference.** Vendors will be placed where appropriate for their category. It is your responsibility to sign up early for the best chance at getting the same location as last year. All registration forms are dated when they are received at the MUBA office.

**Electrical Outlets:** We have just a few booths with electrical outlets at an **additional cost of \$35 per booth** (one electrical plug-in per booth). These are available on a first-come basis, and you will need to supply your own heavy-duty 50 to 100-foot electrical cord. We cannot guarantee electric availability.

**Vendor Confirmation:** You will be notified on **July 30, 2017 via EMAIL** with your BOOTH NUMBER and fair map indicating vendor parking areas, so it is imperative that you print your email **legibly** on the registration form.

**Vendor Hours:** Vendor set-up is Saturday 7:00 to 8:45 am. NO early set-up. NO vehicles in display areas after 8:45 am. **NO breakdowns before 5 pm.** *Vendors leaving before 5 pm will not be invited back next year.*

**State of Ohio** requests that all vendors have a license to sell items. While we do NOT monitor compliance with this law, it is up to you, the seller, to follow State requirements should they decide to spot-check your booth.

**Food Vendors** are required to provide a copy of their State of Ohio mobile food license with their registration.

**Questions:** If you do not fall into any of the above vendor categories, or if you have questions you must *email* [info@MaumeeSummerair.com](mailto:info@MaumeeSummerair.com), no phone calls accepted.

**IMPORTANT:** This is a non-juried show, we do NOT guarantee product exclusivity by booth.

The Maumee Uptown Business Association (MUBA) reserves the right to accept or refuse any applications. The Maumee Summer Fair is a family-oriented event and does not permit any exhibitor to display or sell goods that directly or indirectly promote the use of pornography, weapons, drugs or alcohol. If the Exhibitor's activity violates this rule, the Exhibitor's permit will be revoked and its booth will immediately closed without refund. Exhibitor agrees that such MUBA determination is the sole and final decision. MUBA is not responsible for any loss or damage to the Exhibitor's property and cannot be held liable. MUBA is a non-profit corporation.

# MAUMEE SUMMER FAIR

FRIDAY AUGUST 11<sup>TH</sup> AND SATURDAY AUGUST 12<sup>TH</sup>

## VENDOR HOURS: Saturday, August 12<sup>th</sup> - 9am to 5pm

www.MaumeeSummerFair.com • info@MaumeeSummerFair.com

**PRINT & FILL OUT THIS FORM COMPLETELY AND LEGIBLY, THEN MAIL WITH YOUR PAYMENT BY JULY 1, 2017**

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- Send check or money order made payable to: **Maumee Uptown Business Association** and mail to Summer Fair 2017, 601 Conant Street, Maumee OH 43537. We do NOT accept credit card payments.
- **IMPORTANT!** You must include a legible email address in order to be notified of your booth number on July 30, 2017.
- Every vendor must fill out an application, absolutely NO exceptions.
- Email questions or comments to info@MaumeeSummerFair.com – Allow 48 hours for a reply.
- **Vendor registrations received after 7/1/2017 at 5:00 pm MUST INCLUDE the \$35 late fee, no exceptions.**
- **NO RAIN DATE, NO REFUNDS. We are open rain or shine!**
- New Vendors must include product photos or photocopies with the registration and payment.
- PLEASE TYPE OR PRINT LEGIBLY!
- NO VENDORS can sell pop or water, or give away water.

Name: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Business Name: \_\_\_\_\_ Phone: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Email Address (PRINT LEGIBLY): \_\_\_\_\_

Number of Spaces Wanted: \_\_\_\_\_ Vendor in 2016? \_\_\_\_\_ Want Same Booth? \_\_\_\_\_

What will you be doing at your booth: \_\_\_\_\_

List articles for sale & prices, if any: \_\_\_\_\_

\_\_\_\_\_

List giveaways, craft demos or activities, if any: \_\_\_\_\_

\_\_\_\_\_

<b><u>MUBA USE ONLY</u></b>
Date form received: _____
Dollar amount received: _____

*I have read and agree to the Vendor regulations (SIGNATURE):* \_\_\_\_\_