



Brookville Area Chamber of Commerce
75th Brookville Community Picnic.

2026 Food Vendor Application

The Brookville Area Chamber of Commerce is proud to host the
75th Brookville Community Picnic

July 23, 24, & 25, 2026

Golden Gate Park

Brookville, Ohio

Thursday 5-9 pm

Friday 12-10 pm

Saturday 10 am - 10 pm

Set up may begin at 12 PM Wednesday,
or 9 AM Thursday or Friday.



Vendors are required to check-in upon arrival

All booths must be set up by noon Friday
(Thursday is optional)

No vehicles may be driven in the central area of the
picnic during picnic hours.

There are NO EXCEPTIONS!

If your area is not cleaned up, you will not be allowed
to return.

DEADLINES/PAYMENT INFO:

Standard Deadline: Booth applications and payments must be received by May 31, 2026. If availability allows for spaces after Jun 1 a \$50 late fee may incur.

Mail agreement and remit payment to Brookville Chamber, PO Box 84, Brookville, OH 45309
Upon arrival, you MUST report to a staff member to direct you to your vendor spot. If a staff member is not available, please call or text 937-833-2375 Failure to do so may result in removal.

Keep this page for your records



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Application Deadline: May 31, 2026 to be included in publications
Applications received after May 31 will be subject to a \$50 late fee

Terms and Conditions

PICNIC GUIDELINES AND RULES

The following is required to complete an application submission:

- A menu or list of all items to be sold. Vendors may only sell items approved by the Picnic Committee.
- Photos of your setup if you did not participate in the 2025 Brookville Community Picnic.
- A certificate of general liability insurance naming the Brookville Area Chamber of Commerce as an additional insured.
- A completed booth space application and all applicable fees.
- If you require electricity for lights, fans, freezers, fryers, etc., complete the attached Electric Usage Form and include applicable fees.

Mail all required items to:

Brookville Area Chamber of Commerce
PO Box 84
Brookville, OH 45309

Important Notes for Vendors:

- Returning vendors must submit their application and payment by 5:00 PM on Friday, March 1, 2026, to remain in the same area for the 2026 Picnic. Specific booth locations are not guaranteed.
- Vendors must check in with the Picnic Committee or Chamber Board upon arrival before setting up.
 - Check-in times:
 - Wednesday: 12:00 PM – 9:00 PM
 - Thursday: 9:00 AM – 5:00 PM
 - Friday: 9:00 AM – 12:00 PM
 - You must check in by noon on Friday to ensure your space is not reassigned. Refunds will not be issued if you fail to check in.

Additional Rules:

- The sale or possession of alcoholic beverages in the park is strictly prohibited.
- Vendors must remain within their assigned spaces. Walkways must remain clear of obstructions, including signs, banners, and tables.
- Vendors are strictly prohibited from selling or displaying unofficial or unlicensed merchandise that infringes on the intellectual property rights of third parties. This includes any use of logos, trademarks, or copyrighted images without written authorization from the rightful owner(s). It is the vendor's responsibility to ensure that all merchandise is authentic and legally authorized for resale.
- The sale of obscene materials (including items, literature, photos, or any pornographic content) is prohibited. The Picnic Committee reserves the right to deem any item inappropriate.

All vendor spaces will be juried. Booth space is considered reserved only after payment has been received. A confirmation letter will be emailed once your application has been accepted.



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Deadlines & Terms

- A \$50 late fee will apply to all applications received after May 31, 2026. Late applicants may also be excluded from inclusion in Picnic Program materials.
- Submitting an application does not guarantee acceptance. Spaces are limited and subject to committee approval.

Booth Setup Requirements

- Booth size is approximately 12' x 12'. If additional space is needed, you must reserve multiple booth spaces.
- Vendors are responsible for providing all setup materials, including tents, tables, chairs, lights, and outdoor-rated electrical cords.

Health Permits

- All food vendors are required to obtain a Montgomery County Health Permit. Contact the Montgomery County Health Department at 937-225-4460 for guidance. It is your responsibility to secure all necessary permits.

Cancellation Policy

- A refund of 80% of the booth fee will be issued if a cancellation request is received in writing by June 1, 2026.
- No refunds will be issued after June 1, 2026 — no exceptions.

Setup & Vehicle Access

- Setup begins:
 - Wednesday at 12:00 PM, Thursday at 9:00 AM, and must be set up by Friday by 12:00 PM at the latest.
- Vendors must check in at Chamber Headquarters upon arrival.
- Vehicles may be driven to booth spaces for unloading, but must be removed promptly to avoid congestion.
 - All vehicles must be out of the event area by 4:00 PM Thursday or 12:00 PM Friday, whichever applies.

Breakdown

- Breakdown begins at 10:00 PM on Saturday.
- No vehicles are permitted in the event area before this time.
- Vendors who dismantle or drive into the event area early may be prohibited from participating in future events.

Additional Terms

- The Picnic Committee reserves the right to dismiss any vendor for disorderly conduct.
- The Lessee agrees to indemnify and hold harmless the Brookville Area Chamber of Commerce, its members, event sponsors, the City of Brookville, and its agents, for any claims related to personal injury, property damage, theft, weather, or other unforeseen circumstances. Lessee assumes all associated risks.
- Subletting booth space is strictly prohibited.
- The "Brookville Community Picnic" name and logo are trademarked and may not be used on any merchandise without written approval from the Brookville Chamber Board of Directors.
- Only nonprofit vendors with valid 501(c)(3) status may sell raffle tickets and must inform us before the event.



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Name of Organization/Booth : _____

Contact Person: _____ Email: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

List ALL items offered in the booth (craft items, games offered, etc.) or include a copy or picture of your full product line. Items not listed may not be sold. Picnic committee has a right to refuse any items.

Space Selection:	Standard Fee:	Late Fee: included
	by May 31	by July 25
___ 12 x 12 Food Booth/s	\$350	\$400
___ 24 x 12 Food Booth/s	\$700	\$750
Food Truck Dimensions: _____ x _____		

Office Use:
Date: _____
Total _____
Type: _____
Number: _____

If electric is required for lights, fans, etc., please complete the attached electric use form.

The undersigned lessee agrees to rent booth space at the 2026 Brookville Community Picnic under the following terms and conditions:
Terms and Conditions: (1) The Lessee agrees to indemnify and hold harmless the Brookville Area Chamber of Commerce, its individual members, and all sponsors of the Brookville Community Picnic, the City of Brookville, its employees and agents, from any and all claims, liabilities or demands of any kind for or on account of any personal injury or damage of any kind sustained by any person or business entity as a result of this contract. The lessor shall not be responsible for damage to exhibits or goods in the booth space as a result of fire, water, windstorm, or any act of God, and the lessor shall not be responsible for any theft from booth space. Lessee voluntarily assumes all risk of accident, injury or damage to person or property that may arise as a result of this agreement. (2) Subletting this booth space is prohibited. (3) Sale or possession of alcoholic beverages in the park is prohibited. Sale of obscene items, literature, photos or other items of pornographic nature is prohibited.

The undersigned hereby enters into this booth rental agreement this ___ day of _____, 2026

Lessee Organization or Company Name: _____

Name of person signing for Lessee: _____

Signature: _____

Total Amount Due: \$ _____ Amount included: \$ _____

Check here if you would prefer an invoice to pay online

Please remit payment to: Brookville Area Chamber of Commerce PO Box 84 Brookville, OH 45309



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Name of Organization/Booth : _____

Contact Person: _____

Phone Number: _____

List ALL items the electric will be used for:

***If you require electric for lights, freezers, fryers, fans, machinery, etc.,
please choose from the list below***



Grounded
15A, 125V

_____ 110 Service for general purpose -\$50



TT-30 125V
RV
CAMPER

_____ 220 30 amp dedicated service for food preparation - \$100 (Plus plug if required)

IF YOU DO NOT HAVE A PLUG, YOU WILL BE REQUIRED TO PURCHASE ONE FOR \$60 AT THE EVENT
INITIAL _____

This service provides dedicated 30 amp service for lighting, freezers, fans, and fryers used in your booth space. Please include this electric usage fee with your booth space remittance. If you require more than one 30 amp service, please remit the fee for each.



50A-125/250V
NEMA 14-50P

_____ 125/250V 50 amp dedicated service for food preparation - \$100 (Plus plug if required)

IF YOU DO NOT HAVE A PLUG, YOU WILL BE REQUIRED TO PURCHASE ONE FOR \$60
AT THE EVENT - **INITIAL** _____

This service provides dedicated 50 amp service for lighting, freezers, fans, and fryers used in your booth space. Please include this electric usage fee with your booth space remittance. There is limited 50 amp service at the park and this service will be provided on a first-come first-serve basis.

_____ Special Needs for electric service other than those listed above. Please describe below and return this form with your booth space application. You will be contacted for pricing.

Please reutrn this form and include fee with your booth space remittance.

Please remit payment to: Brookville Area Chamber of Commerce PO Box 84 Brookville, OH 45309

Brookville Area Chamber of Commerce PO Box 84 Brookville, OH Admin@brookvilleareachamber.org 937-833-2375