



Brookville Area Chamber of Commerce  
*70th Brookville Community Picnic.*

## **2021 Vendor Application**

The Brookville Area Chamber of Commerce is proud to host the  
70th Brookville Community Picnic

July 22nd-24th, 2021.

**Golden Gate Park**

Set up may begin at 9 AM Thursday OR Friday.  
All booths must be set up by noon Friday  
(Thursday is optional)

**Brookville, Ohio**

No vehicles may be driven in the central area of  
the picnic during picnic hours.  
There are NO EXCEPTIONS!

**Thursday 6-10p**

**Friday 12-10p**

**Saturday 10a - 10p**

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

### DEADLINES/PAYMENT INFO:

Standard Deadline: A \$25 late fee will be added for applications/payment received after June 4, 2021.  
Agreement must be received by June 4, 2021, to be considered for inclusion into the Picnic Program.  
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. Failure to do so may result in removal.

**If no staff members are present at the Chamber Tent, please call or text 937-833-2375.**

**Keep this page for your records**



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Applications received after Jun 4 will be subject to a \$25 late fee

### 2021 Vendor Application

#### PICNIC GUIDELINES

The following is required to complete an application submission:

- A menu or list of ALL items to be sold, including prices. Vendors may only sell items approved by the picnic committee.
- Include photos of setup if you were not at the 2019 Brookville Community Picnic.
- A certificate of general liability insurance naming the Brookville Area Chamber of Commerce as additional insured.
- A completed application for booth space and applicable fees
- If you require electric for lights, fans, freezers, fryers, etc., complete the attached electric usage form and include applicable fees.

Mail above to Brookville Area Chamber of Commerce, PO Box 84, Brookville, OH 45309

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. Picnic Committee reserves the right to determine items inappropriate in nature.

All of the spaces will be juried. Booth space is considered reserved only after payment has been received. A confirmation letter will be e-mailed with further information about the event once your application has been accepted.

Deadlines: A late fee of \$25 will incur for applications received after June 12th and vendors will not be considered for entry into the Picnic Program.

Submission of an application does not guarantee you a spot.

Booth size is approximately 12'x12'. If you require more space, please reserve the appropriate number of booth spaces. You will need to provide all set-up materials for your booth which should include tent, tables, chairs, lights, outdoor electric cords, etc.

All food booth operations will require Montgomery County Health Permits. It is your responsibility to obtain your health permit. (Mont. Co Health Dept., 937-225-4460)

Booth space cancellation: to cancel your booth reservation and receive a full refund, a request must be received in writing and postmarked by July 1st, 2021.

The designated entry time for setup begins at 9AM Thursday OR Friday morning. Vendors will be able to park and unload at their space but will be asked to unload as quickly as possible in order to prevent congestion. All vehicles must be removed from the event area before 6PM Thursday and by noon Friday.

The designated time for breakdown begins at 10:20PM Saturday. **NO VEHICLES WILL BE ALLOWED IN THE EVENT AREA UNTIL THIS TIME.** Vendor participation will be prohibited in future events for those who break down prior to the designated time.

Picnic committee reserves the right to dismiss any vendor who displays disorderly conduct.



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### 2021 Vendor Application

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:
	by June 4	by July 22
12 x 12 Vendor Booth	\$100	\$125
12 x 12 Non Profit Booth	\$65	\$90

Office Use:

Date: \_\_\_\_\_

Total \_\_\_\_\_

Type: \_\_\_\_\_

Number: \_\_\_\_\_

Quantity: \_\_\_\_\_

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 2021 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 \_\_\_\_\_, 2021

Lessee Organization or Company Name : \_\_\_\_\_

Name of person signing for Lessee: \_\_\_\_\_

Signature: \_\_\_\_\_

**Total Amount Due: \$ \_\_\_\_\_ Amount included: \$ \_\_\_\_\_**

Check here if you would prefer a square invoice to pay online

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



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## 2021 Electric Usage Form

Name of Organization/Booth : \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

List ALL items the electric will be used for:

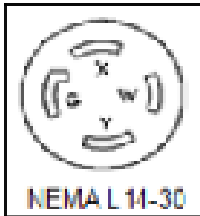
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_ 110 Service for general purpose included with booth space (this is not dedicated service)

\_\_\_\_\_ 220 30 amp dedicated service for food preparation \$75 (Plus plug if required)

IF YOU DO NOT HAVE A PLUG, YOU WILL BE REQUIRED TO PURCHASE ONE FOR \$35 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.

\_\_\_\_\_ 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 \$35 AT THE EVENT  
INITIAL \_\_\_\_\_



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

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 return 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