



Brookville Area Chamber of Commerce
74th Brookville Community Picnic.

2025 Food Vendor Application

The Brookville Area Chamber of Commerce is proud to host the
74th Brookville Community Picnic

July 24, 25, & 26, 2025

Golden Gate Park

Brookville, Ohio

Thursday 5-9 pm

Friday 12-10 pm

Saturday 10 am - 10 pm

Set up may begin at 4 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, 2025. 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, 2025 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.
- Include photos of setup if you were not at the 2024 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

**Returning vendors must have their application and payment submitted by 5p Tuesday, April 1, 2025 to remain in the same area for the 2025 Picnic. Specific booth locations are not guaranteed.*

**Vendors must check in with the Picnic Committee/Chamber Board upon arrival BEFORE setting up. Check-in times are as follows, Wednesday from 4p-9p, Thursday from 9a-5p and Friday from 9a-12p.*

**You MUST check-in by noon Friday to ensure your space is not rented to someone else. Refunds will not be issued if this should occur.*

Sale or possession of alcoholic beverages in the park is prohibited.

**Vendors must stay in their assigned spaces. All walkways must remain clear of obstructions; this includes signs, banners, tables, etc.*

**Vendors are strictly prohibited from selling or displaying for sale any unofficial or unlicensed merchandise that infringes upon the intellectual property rights of third parties. This includes, but is not limited to, merchandise that uses logos, trademarks, or copyrighted images without explicit authorization from the rightful owner(s). It is the Vendor's responsibility to ensure that all merchandise sold at the Festival is authentic and legally authorized for resale.*

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.



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Deadlines: A late fee of \$50 will incur for applications received after May 31st 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: A refund of 80% of fee will be given if request is received in writing by June 1.

*No refunds will be given after June 1st, no exceptions.

*The designated entry time for setup begins at 4 PM Wednesday, and 9 AM Thursday, OR Friday morning. *Vendors are required to check in at the Chamber Headquarters upon arrival.* 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 4 PM Thursday and by noon Friday.

The designated time for breakdown begins at 10:20 PM 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.

*The picnic committee reserves the right to dismiss any vendor who displays disorderly conduct.

*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.

*Subletting booth spaces is prohibited. *

*The words "Brookville Community Picnic" and the logo are trademarked and cannot be used on any item without written permission from the Brookville Chamber Board of Directors.

*Raffle tickets may only be sold by non-profit vendors with 501(c)3 status.



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2025 Food 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 May 31

by July 25

____ 12 x 12 Food Booth/s

\$300

\$350

____ 24 x 12 Food Booth/s

\$600

\$650

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 2025 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 _____, 2025

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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Name of Organization/Booth : _____

Contact Person: _____

Phone Number: _____

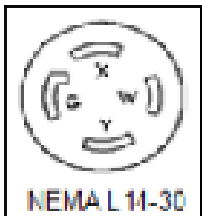
List ALL items the electric will be used for:

***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)

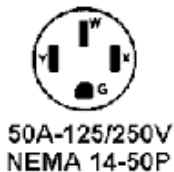
IF YOU DO NOT HAVE A PLUG, YOU WILL BE REQUIRED TO PURCHASE ONE FOR \$60 AT THE EVENT
INITIAL _____



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.

_____ 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 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

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