



2020 First Fridays/Saturdays Street Fest & Market Participant Package

First Fridays Market Participant Rules and Regulations:

Thank you for your desire to be a Participant with us! We do have a few guidelines to follow. Please read and note on application that you agree.

Booth Maintenance:

Participants agree to leave their space as found, properly dispose of trash, and all waste products in receptacles made available by Festival organizers. All equipment must be removed in a timely manner at the conclusion of the event.

Non-Compliance:

Participants agree to cover ALL expenses event organizers may incur as a result of not fully operating within/cooperating with event policies and procedures.

Minimum Non-compliance Fee: \$500.00.

Participant/Exhibitor Commitment:

Event hours, Fridays 5:00 pm to 9:00 pm, Saturdays 12-5. Participants may arrive at event as early as 3:00 PM for setup but no later than 4:30 PM. Arrival on Saturdays 10:00 am, no later than 11:30am. You may unload on Main Ave., then your vehicle must be moved to a designated parking area. Participants must remain open and at assigned location(s) during event hours. Tearing down of booth space should be completed by 10:00 PM (6:00 on Saturdays). Signs are only permitted within assigned vendor spaces – outside assigned spaces will be prohibited.

Unauthorized vehicles will not be allowed access to event areas during event hours. Please bring change, the Market cannot provide change. Participants agree to provide their own tent(s), canopies, electrical cords, power strips, tables, chairs, and all other equipment necessary for their assigned space.

Fire Department Regulations:

All Festival participants are required to comply with ALL Fire Department Regulations. Please refer to the details of said Regulations provided in this packet. The Fire Department will conduct a walk through on Friday before the event begins.

Parking:

Parking will be available at the parking deck on West 46th street (height restrictions).

Exhibitors and Entertainers

Exhibitors and entertainers performing at and/or occupying a vendor's space, at no charge, are held to the same Festival policies, procedures and HOLD HARMLESS AGREEMENT disclosed in this packet.

Restrictions:

Do not sell or attempt to sell, market, advertise, give away, or have in your possession: Pornographic material, illegal drugs or drug paraphernalia, medicines, nutritional supplements, alcohol or alcoholic beverages, stolen property, poppers, fireworks, firearms, weapons, switchblades, fixed blades of 2 1/2 inches or more (unless pre-approved by the Market committee), and/or any other illegal items, pets or animals of any kind (no living thing finned, feathered, furred, shelled (or otherwise)c, unless pre-approved by the Market committee. No automobile fluids or oils, or tires.

Participants are prohibited from engaging in any activity that involves body puncturing, including, but not limited to piercing of ears, noses, tongues, or any other body part, tattooing or any similar act that breaks the skin in any fashion.

Market management reserves the right to determine and remove any Participant/products deemed restricted at management discretion.

Food and Beverage Vendors

(Liability Insurance, Permits, Equipment, and Space)

Food and beverage vendors must be protected by their own liability insurance. Please provide a copy of your Certificate of Insurance (sample included), with the completed application and fee.

All food and beverage vendors must have a valid Ashtabula City Health Department (ACHD) permit. Vendors selling pre-packaged foods must also pay for space and secure a valid HD permit. Please contact the ACHD at (440-992-7121), to satisfy permit requirements provided in this packet.



2020 First Fridays Street Fest & Market Participant Application

After completing the application, please mail it, along with your payment to: Ashtabula Downtown Development Association, P.O. Box 362, Ashtabula, OH 44004. Application and space rental fee due by the Friday one week prior to that month's event. **Please note, this is a non-refundable event. We will contact you to confirm your approval.

Owner (s) Name _____

Address: _____

City: _____ State _____ Zip _____

Business name: _____

Address _____

City _____ State _____ Zip _____

Primary Phone # _____

Email: _____

Business Website _____

Facebook Business page: _____

VENDOR TYPE

(Check your appropriate vendor type – Food Vendor Permit Required)

Merchandise (\$10/space) _____ Food/Beverage (\$25/space) _____

Service Organization (\$10/space) _____ Junk-in-the -Truck (\$10.00/parking space) _____

Exhibitor (NC) _____ Car Exhibitor (NC) _____ Entertainer (NC) _____

Description of your business/Items/Activity to be sold:

Email a picture of your items to: downtownashtabula@outlook.com

** Management reserves the right to reject items that may be listed.

First Fridays Street Fest & Markets I am applying for:

- May 1st
- May 2nd
- June 5th June
- June 6th
- July 3rd
- July 11th
- August 7th
- September 4th
- September 5th
- September 19
- October 2nd

Payment Amount Enclosed: \$_____

*** REFUND POLICY – Non-refundable. We will not cash your check unless you are approved as a Participant.

Contacts:

Lori Albrecht 216-401-4941

Marty Cephas 216-262-0138

Maria Abbott 440-812-2916

Email: downtownashtabula@outlook.com



**2020 First Fridays
HOLD HARMLESS AGREEMENT**

THE ASHTABULA DOWNTOWN DEVELOPMENT ASSOCIATION'S EVENT ORGANIZERS SHALL ACCEPT NO RISK WHATSOEVER, NOR BE RESPONSIBLE FOR ANY AND ALL CLAIMS ARISING FROM APPLICANT'S PARTICIPATION IN THE FIRST FRIDAYS EVENT. APPLICANTS HEREBY RELEASE THE FIRST FRIDAYS EVENT ORGANIZERS, ASHTABULA DOWNTOWN DEVELOPMENT ASSOCIATION (ADDA), THE CITY OF ASHTABULA, AND ALL VOLUNTEERS, PROPERTY OWNERS, OFFICIALS, ASSIGNS, OR OTHER PARTY/PARTIES REPRESENTATIVE OF THE FIRST FRIDAY STREET FEST & MARKET. THIS SHALL INCLUDE LOSS OF ANY PRODUCT OR PROPERTY FOR ANY REASON, INCLUDING VANDALISM, DAMAGES OF ANY KIND, AND LOSS OF ANY BUSINESS FOR ANY REASON, ETC., SUFFERED BY THE APPLICANT. APPLICANTS ASSUMES SOLE AND TOTAL RESPONSIBILITY FOR ANY AND ALL CLAIMS BROUGHT FORTH BY, BUT NOT LIMITED TO, PATRONS, EMPLOYEES, FAMILY, OPERATORS, MANAGEMENT, INCLUDING PERSONAL INJURIES OF ANY KIND SUSTAINED BY THE PUBLIC OR OTHERWISE.

I have read, understand, and will comply with all rules and regulations above, as outlined by the Ashtabula Downtown First Fridays Event Organizers/Committee in this participant package.

Applicant's name(s) (please print)

Applicant's signature(s)

Date _____

FOR OFFICE USE ONLY:

Date Received _____ Approved _____ Not Approved _____

Reason (not approved)

Amount Paid \$ _____ Balance \$ _____ Confirmation Sent (___/___/___)

By email _____ Mail _____ Phone _____

Check: Name(s) _____, CK No. _____

Financial Institution _____

