

**Concession Application for Food Vendor Space at the  
Annual Ashtabula Covered Bridge Festival  
October 9<sup>th</sup> and 10<sup>th</sup>, 2021**

This agreement between the Ashtabula Covered Bridge Festival Committee (lessor) and the undersigned Concession operator (lessee) is for the operation of a concession at the Ashtabula County Covered Bridge Festival. The following shall apply:

- 1.) The lesser, Ashtabula Covered Bridge Festival Committee, shall not be responsible for any injury or loss that may occur to the lessee or his/her goods for any cause, while said premises are being occupied under this agreement.
- 2.) **Lessee must provide proof of a liability insurance policy providing the name of your insurer on the application form. It is not necessary to provide a copy of this form to us. Please have your insurance information available should the need arise. Per the Health Department, food vendors MUST submit vendor license to us BEFORE the festival.**
- 3.) Set-Up: On Friday October 8<sup>th</sup> from 12 noon to 6:00 pm. All vendors may check in and pick up their packets at the **FIRE DEPARTMENT**. Saturday October 9<sup>th</sup> and Sunday October 10<sup>th</sup> all booths must be set up and shall be ready to operate **by 10:00 am with vehicles moved to vendor parking area.**
- 4.) Hours: **Saturday 10:00 am. - 5:00pm and Sunday 10:00am – 5:00pm**  
Pancake Breakfast – 9:00am – 1:00pm  
Sunday Church Service – 10:00am

Booths should be open all hours designated and we request that tear down not occur before 5:00pm. on Sunday October 13<sup>th</sup>. THOSE THAT TEAR DOWN EARLY WILL NOT BE INVITED BACK THE FOLLOWING YEAR.

**Food Vendors** – Must Submit a detailed copy of foods to be sold along with pricing. **NO DEVIATION** from set prices are permitted at the festival. **NO** guarantees that vendors **WILL NOT** sell the same product. **Per the Health Department, food vendors MUST submit license to us BEFORE the festival.**

**All Vendors must keep their site clean and neat in appearance at all times.**

- 5.) Any vendor in violation of the guidelines will be immediately ejected from the Festival. Such ejection is irrevocable and not subject to appeal.
- 6.) All announcements made during the Festival will take precedence over any and all previous announcements and /or regulations.
- 7.) **All Applications must be received with payment by Oct 1.** We will hold spaces for past participants until June 31st. If you have not returned your application and fees by June 31st, you will then be placed in available spaces.

**Ashtabula County Covered Bridge Festival Food Vendor Application**  
**Please fill out the type of space needed**

FOOD CONCESSIONS –

Tent \$200.00 per tent \_\_\_\_\_ Number of Spaces \_\_\_\_\_ Total Amount \_\_\_\_\_  
Trailer \$300.00 per trailer \_\_\_\_\_ Number of Trailers \_\_\_\_\_ Total Amount \_\_\_\_\_  
Need Electric (Y or N) \_\_\_\_\_ Need Water (Y or N) \_\_\_\_\_  
110 or 220 \_\_\_\_\_

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**PLEASE PRINT INFORMATION**

ORGANIZATION \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

PHONE \_\_\_\_\_ EMAIL \_\_\_\_\_

ITEMS TO BE SOLD \_\_\_\_\_

\_\_\_\_\_  
(Use the back of this form if more space is needed or attach list)

VENDOR LICENSE NUMBER \_\_\_\_\_

NAME OF INSURANCE COMPANY \_\_\_\_\_

INSURANCE NUMBER \_\_\_\_\_

*I have read and agree to the above terms and conditions:*

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

Make checks payable and mail to:

**Ashtabula County Covered Bridge Festival  
25 West Jefferson St.  
Jefferson, Ohio 44047**

There will be **NO REFUNDS** for any reason

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*For Office Use Only – Do Not Write in this Area*

Date Deposit Received \_\_\_\_\_ Check # \_\_\_\_\_ Cash \_\_\_\_\_ Amount \$ \_\_\_\_\_

Approved by \_\_\_\_\_ Confirmation Date Sent \_\_\_\_\_

**FOOD VENDOR** \_\_\_\_\_