



### CRAFTER'S RESERVATION FORM

Name of Crafter(s):

Address:

City/State/Zip:

Business Telephone:

Preferred Contact Number:

Contact Person(s):

E-mail Address:

Booth Cost: \$75.00 Space shall be approximately 12x12, the tent will be lighted but no additional electrical outlets will be provided without charge. **Please note: Outlets for fans WILL NOT be provided.** You will be responsible for signage, tables, chairs, shelving, etc. Exclusivity for products is only granted if a Major Sponsorship is secured.

\*\*\*Additional Electric: If requested by Vendor, the committee needs at least 2 weeks prior notice and a \$50 fee for each "4 plug.

\*\*\*All merchandise must be hand made and listed below. Application must also include pictures of merchandise being sold.

No Soda, Water, or Alcoholic Beverages can be sold or distributed. Your booth must be "manned" for the entire event both days.

Note: All booths will be reserved on a "first come, first served" basis. We will not accept requests for location.

Note: Set up for Westfest will take place on Saturday beginning at 8:00am. Harrison and Glenmore Avenues will be barricaded beginning at 12:00am the morning of the event. Vendors will be given a special permit to enter past the barricades and to set up their respective booths. Each business must have their booth emptied immediately following the conclusion of the event Sunday (between 10:30 & 11:30pm) so that the teardown process may conclude in a timely fashion. You may not tear down before 10:00pm Sunday. If a business is allowing an organization to inhabit their sponsored booth, these same rules apply to the organization running the booth. A packet with additional instruction, booth location and parking permits will be mailed to the organization one week prior to the event.

Booth Vendors hereby agree as follows:

No FREE food or merchandise may be distributed without prior consent of the Committee.

NO loud speakers shall be permitted to be used by booth vendors or its agents and representatives.

The Committee will provide overnight fire watch Saturday night – Sunday morning.

Police Protection: The Committee shall provide 24 hour police protection for the entire premises of the even starting at 11:00am Saturday and commencing 10:00pm Sunday. Booth equipment and supplies placed on display shall be so

placed at the sole risk of the vendor, and the committee members and officers, shall not be held liable for any loss or damage whatsoever which may occur to the vendor or its agents and employees, or loss or damage to personal property.

All activities/merchandise from the booth or space shall be pre-approved by the committee.

Vendors agree not to damages the tent, including but not limited to, hanging or taping anything from the tent.

ACCEPTANCE: *Make check payable to Westfest*

Business Acknowledgement: \_\_\_\_\_ Westfest Committee Chair: \_\_\_\_\_.

Booth Fee/Additional Electric: Total \$ \_\_\_\_\_ Check# \_\_\_\_\_.

Please remit to Westfest, PO Box 11250, Cheviot OH 45211  
PHONE: 513-389-WEST Direct email to Booth Chairperson: CWCA@cinci.rr.com