

# Be a 2018 Ohio Lesbian Festival Vendor

## **Festival Dates**

Thursday, Sept 20th – Sunday, Sept 23th

## **2018 OLF Merchant Marketplace Information**

- Merchant Fee Schedule
- Marketplace Details
- Retail Sales/Services and Non-Profit/Info Organization Applications

There are a limited number of merchant spaces available. This means that submitting an application does not guarantee a merchant space. Our approval process will be based on a combination of application submission date, seniority AND consideration will be given to creating a diverse and dynamic marketplace. We reserve the right to accept/reject applications based on number of already approved merchants in your category.

Please submit your Merchant applications early to ensure your best chance of being in the 2018 Ohio Lesbian Festival Merchant Marketplace!

First round of approvals will be sent/announced no later than Sunday July 8, 2018. Rolling approvals will continue weekly until marketplace is full. If approved, you will receive a link to complete your registration and payment.

## **Merchant Fees**

Merchant booth fee includes a 10' x 10' space with at least 1' of space between booths (additional booth space may be requested/purchased to *approved* merchants requiring additional space).

### **Retail/Services Vendor Booth Pricing**

ONE 10×10 booth and one vendor attendee ticket \$200

TWO 10×10 booth and two vendor attendee ticket \$350

*(Requests for double booths will be considered but not guaranteed.)*

Additional worker (limit two per application) \$90

1 Table & 2 Chairs \$20

### **Non Profit Vendor Booth Pricing**

ONE 10×10 booth and one vendor attendee ticket \$150

Additional worker (limit two per application) \$90

1 Table & 2 Chairs \$20

## **OLF 2018 Merchant Schedule**

- Wednesday, September 19
  - Vendor load-in - 3pm - 7pm, no vending hours
- Thursday, September 20
  - Marketplace load-in - Load in 9am – 2pm Vending hours 7pm – 10pm.
  - No load out; All vendors vehicles moved to parking lot by 3pm.
- Friday, September 21
  - Marketplace hours - 10am-11pm
  - No load-in; no load-out.
- Saturday, September 22
  - Marketplace hours - 10am-11pm
  - No load-in; no load-out
- Sunday, September 23
  - Marketplace hours - 10am-3pm
  - No early departure
  - Load out 3pm - 6pm

## Additional Marketplace Details

- Approved merchants must supply their own 10'x 10' festival canopy (easy-up/pop-up tent).
- Tables and chairs are available to rent – please see application for details.
- OLF Raffle! We will be holding our annual raffle to support the festival and promote the marketplace merchants. We appreciate your participation! Please indicate your willingness to provide an item for the raffle on your application. Donated raffle items will be collected when you arrive at festival.
- Booth spaces will be assigned prior to your arrival at festival. Special requests for placement will be considered and we will do our best to honor these requests.
- No personal camping tents will be permitted in the merchant area. Merchant camping area will be clearly marked.
- The Merchant Marketplace is a designated **NO SMOKING ZONE**
- Absolutely NO pets are permitted anywhere at the festival, in accordance with the rules of OLF and the venue. An attendee may have one Service dog as defined by Title II and Title III of the ADA. You are required to bring your service dog to the Box Office for them to be registered and receive a tag when you enter the festival.
- If approved, merchant fees are non-refundable.
- Booth space is not transferable without permission of the festival.
- Please notify someone on the merchant team if you have specific personal needs.
- The Ohio Lesbian Festival and Hoover YMCA are gun free / weapon free zones. No firearms (including concealed carry with a permit) are permitted on the property.

This year our application covers both Retail Sales/Services and Non-Profit/Information Organizations.

Many thanks,

[Alison Holmes](#), Merchant Coordinator

[Red Gillenwaters](#), Assistant Merchant Coordinator