COMMERCIAL TENT EXHIBITOR SPACE

Join us Wednesday, August 18 through Saturday, August 21, 2021 as we celebrate the annual Pemberville Free Fair. This year's theme is "Rise and Shine- It's Fair Time in Pemberville".

Commercial tent rental for the four days is $160.00, until July 1 when the price increases to $170. As in past years, you will receive a $40.00 refund if you stay set up until 9:00 P.M. on Saturday. Size of space is 10' x 10'. A limited number of half booths are available for $90 (with a $20 refund if you stay set up until 9:00 PM on Saturday).

Spaces are limited, and there is a policy of only one vendor from a single company. (We don't allow two vendors to represent Mary Kay, Tupperware, Scentsy, Usborne etc.) Vendors from 2019 receive first priority until May 15. After that date, it is first come first serve. Your space will not be saved until we receive your payment, even if you turn in paperwork first.

The deadline for registration is Tuesday, August 10 or when all spaces are filled, whichever comes first. After that date the final layout will be determined, and you will be notified via email of your exact location inside the tent. Most of the returning vendors will have the same location as 2019. If you cannot print the layout there will be several copies located inside each of the two tents. Also, we will write your abbreviated name in chalk on the ground at your location.

Setup begins at 8 AM on Wednesday August 18. The fair does not officially begin until 6:15PM with the opening ceremony followed by the Kiddie Parade at 6:30. Please avoid trying to set up your booth between 5 and 7 as the area is very congested.

These are the hours for the commercial tent;

Wednesday 6-9
Thursday 1-9
Friday 1-9
Saturday 9-9

The hours that you choose to man your booth are entirely up to you. After speaking with some of the vendors who come every year, there are certain times that tend to be busier than others. According to my sources those hours are Wednesday 6-9, Thursday 3-9, Friday 4-9, and Saturday 2-9.

Don't forget that if your booth is still up at 9PM on Saturday you will get a partial refund of either $40 or $20 depending on the size of your booth. The checks are hand-delivered that evening.

The address for GPS purposes is 150 E. College Avenue 43450

Rebecca Krukemyer

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Rental for the four days is $170.00 (or $160 for the early birds). As in past years, you will receive a $40.00 refund if you stay set up until 9:00 P.M. on Saturday. Size of space is 10' x 10'. Registrations must be received by April 30th to be included in the fair book. The fair book goes to print shortly thereafter.

Deadline for registrations is **Tuesday, August 10, 2021 or when the tents fill up, whichever comes first.** In addition to this form please send:

1. Your check or money order made payable to:
   PEMBERVILLE FREE FAIR, INC. COMMERCIAL TENT
2. A copy of your insurance policy;
3. Release and Indemnity Agreement
4. This Form

Send the above mentioned items to:
PEMBERVILLE FREE FAIR, INC.
680 W Front Street
Pemberville, OH 43450

Please Print Clearly

COMPANY:_____

CONTACT PERSON:_____

Address:_____City_____St.____Zip_____

Email: _____ Phone: _____

To Whom should the refund check be made out to;_____

Early bird special (paid before July 1)
_____ space(s) @ $160.00 per space OR
_____ ½ space(s) for $90.00; *Due to social distancing requirements, these 1/2 spaces are ltd.*

Late registrations (paid on or after July 1)
_____ space(s) @ $170.00 per space OR
_____ ½ space(s) for $100.00; **Please indicate if your ½ booth will be un-manned**

Same space as before _____ (yes/no)

Thank you for your continued support of the fair.

Chairpersons: Dean and Rebecca Krukemyer
419.287.2201
Rebecca@portagevalleyhearing.com
*Please remember to send a copy of your **insurance policy***

MUST BE SIGNED AND RETURNED

RELEASE AND INDEMNITY AGREEMENT

COMMERCIAL TENT

In consideration for being permitted to operate a space in the Commercial Tent at the Pemberville Free Fair, Inc., I do hereby covenant and agree with the Pemberville Free Fair, Inc. it officers, agents, trustees, successors and assigns that I shall never institute any suit or legal action or make any claim against the Pemberville Free Fair, Inc., its officers, agents trustees, successors and assigns for or by reason of any damage, loss or injury to any person or property or both which I, my heirs, executors or administrators hereafter may have for or by any reason of any matter, cause or thing whatsoever arising out of my operation in the Commercial Tent at the Pemberville Free Fair, Inc.

Further, I hereby agree to indemnify and save harmless the Pemberville Free Fair, Inc., its officers, agents, trustees, successors and assigns any claim for damages, compensation or otherwise which may be made against them or any one or more of them by reason of any damage, loss or injury to person or property or both which any person may have for or by reason of any matter, cause or thing whatsoever arising out of the operation of my space rental at the Pemberville Free Fair, Inc., and to reimburse and make good any loss or damages or costs, including attorney fees, that the Pemberville Free Fair, Inc., its officers, agents, trustees, successors and assigns may have to pay if any litigation arises on account of any claims made by any person as a result of the operation of my space rental at the Pemberville Free Fair, Inc.

I have read and agree to the terms of the "COVID_19 Safety Acknowledgment—Liability Waiver and Release of Claims"

Commercial Tent Rental Name: _____

By: _____

Title: _____ Date: _____

COVID Release.pdf

Click the pdf to read or see separate attachment

Don’t forget to enclose a copy of your proof of insurance

Make your check or money order made payable to:

PEMBERVILLE FREE FAIR

Pemberville Free Fair Commercial Tent FAQs

How soon can I register for next year? Registration for 2021 opens **April 23, 2021**. The 2019 vendors get first right of refusal until May 15. This mostly affects franchise businesses like Mary Kay, Scentsy, Avon, 31 Gifts, etc. Registration for 2022 begins April 1, 2022.

What forms do I need to send? 1. Registration 2. Insurance declaration 3. Indemnity Agreement 4. Check

What if I don't have insurance for my business (ie; home based business like Pampered Chef)? You can send a copy of your home owner's insurance declaration page.

Are chairs and tables included? No, bring any items you need to fill your booth space.

Do I need to bring my own tent? No, you will be located in a large yellow tent along with other vendors.

Will somebody be available to raise the sides of the tent if it gets hot inside? Not necessarily. The chairpersons are volunteers from the community and work other jobs. They attend to the tents daily, but they are not available all hours. It is recommended that you bring S hooks if you want to raise the sides of the tent

What are the hours that the commercial tent is open?
Wednesday 6p-9p Thursday 1p-9p Friday 1p-9p Saturday 9a-9p

How late do I need to stay to get my refund? Your booth must remain up and functional until 9pm on Saturday evening in order to receive your refund. Checks are hand delivered to each vendor that evening.

Can there be more than one vendor representing a particular industry? Yes. For example, we can have a Mary Kay rep and an Avon rep, but we cannot have 2 reps from Mary Kay.

Is there a discount for non-profit businesses? Unfortunately, there is not.

Is there electricity? Yes, but bring your own extension cord.

Where can I find the registration forms? Registration forms will be available on the Pembervillefair.org website.

Why isn't my business listed in the fair book for the commercial tent?
Registrations must be received **by April 30th** to be included in the fair book. The fair book goes to print shortly thereafter.

Do I need to man my booth the entire time? No. Use your own discretion as to when you want to be present in your booth. In fact, **if you plan on keeping your booth unmanned we would appreciate knowing that information for planning purposes to be in compliance with social distancing requirements.**

Is there security for after hours? The police patrol the area on Wednesday, Thursday and Friday night. However, some vendors pack up expensive products every evening.

When do I find out where I am locating within the tent? The final layout is completed on the Sunday before the fair. You will receive an email on Tuesday before the fair begins. The layout is also available inside the tents. Each booth will have a name tag indicating which business has that particular spot.

Can I switch spots with a vendor once I arrive at my location? Only if you have permission from that vendor and it is mutually agreed upon.

When can I set up? Set up begins Wednesday 8:00 AM. Please avoid setting up your booth between 5P and 7P on Wednesday as the area will be very congested with the Kiddie Parade and Opening Ceremonies.

Where is the COVID 19 Safety Acknowledgment- Liability Waiver and Release of Claims? Click the link below or see separate attachment.

COVID Release.pdf