



**SUNBURY SIZZLE & SOUNDS**  
**Food & Music Festival**  
**August 20, 2022 (RAIN OR SHINE)**  
**11:00 AM - 11:00 PM**  
**Sunbury Square - Sunbury, Ohio**



**ARTS AND CRAFTS VENDORS**

Vendors with handmade, homemade, or repurposed items are invited to participate in this popular community festival and sell their products to the thousands of visitors who attend this event each year. For more information about this exciting event, please visit the Big Walnut Civic Association's website at [www.bigwalnutcivicassociation.com/sizzle-sounds](http://www.bigwalnutcivicassociation.com/sizzle-sounds) or the Sunbury Sizzle & Sounds Facebook page. We look forward to seeing you in Sunbury this summer!

**APPLICATION DEADLINE: JULY 29, 2022 (postmark date)**

Please include with your application the following items:

- Vendor Space Fee - \$35 (10' x 10' space) or \$50 (20' x 10')
- Completed and Signed Application
- Copy of your current liability insurance
- FIRST TIME APPLICANTS:** References from other festivals, sales/promotional materials, brochures, and/or current photos of your products and booth set up.

No vendor application is guaranteed. All applicants will be notified of acceptance status by e-mail from the Sunbury Sizzle & Sounds Vendor Coordinator. Any questions may be directed to: [\*\*sizzlevendors@gmail.com\*\*](mailto:sizzlevendors@gmail.com). *All load in/set up info will be e-mailed 1-2 weeks prior to the event*

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**2022 ARTS AND CRAFTS VENDOR APPLICATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Phone # During Festival: \_\_\_\_\_

Email: \_\_\_\_\_

Business Name: \_\_\_\_\_

Description of Product/Merchandise: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**BOOTH DETAILS - ARTS AND CRAFTS**

**Sunbury Sizzle & Sounds Festival does not provide tents, tables, chairs, extension cords, etc.**

**Booth Space/Size Requested:**

\$35 Single Space (10' x 10') \_\_\_\_\_

\$50 Two Spaces (10' x 20') \_\_\_\_\_

Tent dimensions? \_\_\_\_\_ (any vendor that sells from a trailer must contact the Festival's Event Coordinator at [sizzlevendors@gmail.com](mailto:sizzlevendors@gmail.com) to discuss their needs).

**Booth Schedule:**

Arts and Crafts vendors are encouraged to stay for the entire event but may choose to breakdown their booth at any of the appointed times. Please indicate below the time you plan to breakdown your booth. The Sunbury Sizzle & Sounds Vendor Coordinator will place vendors at the event based on breakdown schedules. Those committing to stay longer will be placed closer to the stage. No vendor is permitted to close their booth earlier than 5:00 pm.

Breakdown Schedule:

5:00 pm \_\_\_\_\_

7:00 pm \_\_\_\_\_

9:00 pm \_\_\_\_\_

11:00 pm \_\_\_\_\_

**IMPORTANT**

**ELECTRIC NEEDS** (120v only and vendors provide own extension cords): YES: \_\_\_\_\_ NO: \_\_\_\_\_

Please describe electrical needs: \_\_\_\_\_

**My signature acknowledges that I will be present, and my booth will be open and staffed during all Sunbury Sizzle & Sounds Festival ("Festival") hours as specified. I have received, reviewed, and agree to ALL rules and regulations set forth by Festival staff and understand that failure to do so can result in immediate expulsion without refund. Indemnity: by agreeing to use the space allotted by the City of Sunbury and the Festival and further covenants, vendors release and waive any and all claims that the vendor, heirs, and executors have or may have against the City of Sunbury, the Sunbury Sizzle & Sounds Festival, any of its directors, officers or employees, or any property owner, for loss, theft, breakage, property damage or bodily injury sustained as a result of their participation in the Festival.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**You can either forward your application materials to the following email address: [sizzlevendors@gmail.com](mailto:sizzlevendors@gmail.com) (include the words ARTS AND CRAFTS VENDOR APPLICATION in the subject line) or mail the materials to the following address (all fees must be mailed):**

Sunbury Sizzle & Sounds  
123 State Rte. 3  
Sunbury, Ohio 43074

Late applications may not be accepted.

## **2022 ARTS AND CRAFTS VENDOR RULES AND REGULATIONS**

### **Vendor Set-up and Staffing**

- Vendors will receive confirmation of set-up time (NO EARLY ARRIVALS WITHOUT PRIOR PERMISSION) approximately two weeks prior to the Festival.
  - Submission of an application is not a guarantee of acceptance.
- Vendors must check in with a Festival representative upon arrival and prior to set up.
- Vehicles are allowed on Festival grounds during set-up/clean-up times only. Failure to remove cars/delivery trucks from Festival grounds prior to 10:00 am on Saturday, August 20 will result in vehicle being towed at owner's expense.
- Vendor personnel must manage booths during the operating hours:
  - Festival begins at 11:00 am and ends at 11:00 pm on August 20, 2022.
  - Arts and Crafts Vendors are encouraged to stay for the entire event but must open at 11:00 am and may break down their booths at any of the appointed times: 5:00 pm; 7:00 pm; 9:00 pm; or 11:00 pm.

**No late openings. No early breakdowns. No exceptions.**

### **Approval of Vendors**

Only pre-approved vendors are permitted on the Festival grounds. No vendor shall assign, sublet, or apportion any part of their space without prior written approval from the Sunbury Sizzle & Sounds Vendor Coordinator. Sunbury Sizzle & Sounds reserves the right to be the exclusive seller and provider of all alcoholic beverages and Lemonade Shake Ups.

### **Other General Information:**

Sunbury Sizzle & Sounds, in its sole discretion, shall determine Vendor locations. Vendors agree to accept vending locations as is. The Sunbury Sizzle & Sounds Festival Committee may reassign vending locations from year to year. Vendor acknowledges that the Sunbury Sizzle & Sounds Festival does not make any representations and/or warranties regarding anticipated sales or sales opportunities.

- ALL vendors will be set up and ready to open at 11:00 am. Any vendor not ready at that time may not be welcomed back the following year.
- Any tent over 200 square feet will require a building permit.
- No vendor will be allowed to sell soft drinks (soda, water, lemonade, iced tea, etc.) without prior approval.
- Applicants must have all necessary licenses and certificates of insurance. The owner takes full legal responsibility for participation and is the party for whom all transactions will be conducted. All sales and income taxes are the responsibility of the vendor.

- This event is Rain or Shine. No refunds will be granted.
- No free food or drink items are permitted to be distributed at any time during the Festival.
- Vendors must remove trash from their space at the end of the day and place it in the dumpster by the Municipal Building (9 E. Granville Street).
  - You are responsible for a receptacle for use in your tent, as well as emptying it as needed throughout the event. A large trash receptacle will be available for vendor use of larger items and end of the night cleaning.
- Vendors are not permitted to use any audio system at their sites.
- No Vendor is permitted to use the Sunbury Sizzle & Sounds logo without prior written approval of the Festival committee.
- The Festival prohibits the distribution of any political material. The Festival committee also reserves the right to cause removal of items they are deemed inappropriate for the Festival or of vendors if any or all regulations are not observed during the event. These rights are non-negotiable and will be strictly enforced. Any violation of the above regulations will be considered grounds for immediate removal of the vendor from the Festival site.
- Additional charges will apply for any vendor requiring a space larger than the allotted space.