



2018 DEFIANCE COUNTY HOT AIR BALLOON FESTIVAL | AUGUST 4, 2018

Marketplace Vendor Application

Name: _____ Company Name: _____

Address: _____

City, State, Zip Code: _____

Phone Number: _____ Email: _____

Description of Merchandise/Service/Brand: _____

The application fees are: 10 x 10 space \$30.00 | 10 x 20 space \$50.00

Please send your signed application and check to: UW Balloon Festival | 608 Clinton Street Defiance, OH 43512.

OR e-mail the application to savanna@unitedwaysdefiance.org and once approved you can make a payment online through the "donation" section: www.unitedwaydefiance.org. Questions? Call Savanna at 419-782-3510.

Guidelines:

1. Defiance County Hot Air Balloon Festival event is subject to cancellation due to weather, and the Marketplace would also be closed in that situation. The **Marketplace** is out in the open on Airport grounds on cement.
2. **The Marketplace will be open 4pm - 9pm on Saturday, August 4th.** The festival shuts down after the early morning events (6am-9:30 am) and opening back up at 4pm.
3. All spaces will be assigned.
4. Set up begins at 2pm through 3:30pm on Saturday. Tear down may begin at 9 pm, unless you are otherwise notified by the festival committee. **Location is at the Defiance County Airport: 20399 Airport Road Defiance, Ohio 43512.**
5. Each vendor is responsible for having appropriate money/change. No ATM on site.
6. Vendors are responsible for their own set-up, tables, sunshade, electric, etc. Due to possible wind, please bring cement, sand bags or something heavy to anchor canopies to cement (without permanent damage to cement) to prevent collapsing. The festival, United Way of Defiance County, Defiance County Commissioners and the airport are not liable to damage suffered by wind or other nature.
7. No vehicles are allowed within the event premises once set-up is completed. All vehicles must be parked in **Vendor Parking**.
8. **If accepted, you will be sent a parking pass, parking instructions and set-up instructions at least 2 weeks prior to the event.**
9. Final determination of booth eligibility will be determined at the discretion of the Defiance Hot Air Balloon Festival planning committee.
10. **If you will have food, beauty or health products available for sample you must submit a Certificate of Liability Insurance naming United Way of Defiance County, Defiance County Commissioners and the Defiance County Airport Authority as additional insured. Please contact us for an example if needed.**

Waiver of Liability

I have read, understood and agree with all the guidelines and rules for the Marketplace at the Defiance Hot Air Balloon Festival. Vendor and participants by execution of their application form release and discharge United Way of Defiance County, Defiance County Airport, the balloonists, Defiance County, their officers, directors, employees, agents, representatives, servants and anyone else connected with the presentation of the Defiance Hot Air Balloon Festival from any and all known or unknown damages, injuries, losses, judgments and/or claims from any causes whatsoever that may be suffered and any vendor or participant to person or property. Further, I also understand that the above mentioned are not responsible for any implied or expressed warranties for merchandise sold by the vendor. Each vendor or participant is required to maintain appropriate guidelines mentioned and agree to abide by these terms.

Vendor's Signature Date