

WEBER PUMPKIN FESTIVAL

2024 Application Guidelines - Food Vendors

Thank you for your interest in this event. Food vendors are an essential part of any event and it is critical to have a wide range of choices available for festival patrons. The purpose of this document is to give applicants some general information about the event while also providing a brief overview on the process of obtaining and operating a booth within the food vendor area.

Festival Dates and Times

October 19 from 9 a.m. to 6 p.m.

October 20 from 9 a.m. to 5 p.m.

Booth Allocation

- Applications must be submitted using the online form. Please email if you experience any issues during the process.
- There is no deadline to apply, nor is there an application fee. The event does not take a commission on your sales.
- Applications remain on file and under consideration for one year from the date of submission.
- Booth space within the food vendor area is traditionally allocated to businesses that cook and/or prepare food or drink on site. These booths often require an annual or temporary license from the county health department.
- Vendors that sell cottage foods or pre-packaged products that are prepared off site are typically considered craft exhibitors and should apply for a booth within the craft exhibitor area.
- Your menu is the single greatest factor in determining if a booth can be allocated to your business as the planning committee makes every effort to limit multiple booths selling the same types of food. There are only a limited number of booth spaces available for food vendors and it is better for both vendors and patrons if duplicate menu items are kept to a minimum.
- It is advantageous to include supplemental material with your application. This typically consists of photographs showing your booth display or food truck/trailer, photos from prior events, photos of menu items, etc.
- The planning committee's goal each year is to bring in vendors capable of preparing good food in a timely manner and offering it to festival patrons at a reasonable price.
- Invitations to return are in no way guaranteed.

Booth Options

- Booth dimensions can vary but a typical food booth will have a depth of 20' with 20' of frontage.
- Electricity is available for purchase to all vendors, whether it be 110 volt or 220 volt, and each food vendor area is located near a water source. If running water on demand is needed within your booth space, it is available in a limited capacity.
- The booth fee does provide access to a shared refrigerated trailer space in a centralized location. Ice is available for purchase during the event as well.
- Some booth locations allow for a vendor's vehicle directly behind their booth, while other locations do not.
- The festival will have equipment available for lease. This includes festival booths, tables, chairs, banner frames, etc.
- The fee to set up will vary greatly based upon what options your booth requires. A typical food vendor fee may range anywhere from \$300 to \$900 depending upon the booth size, electrical demands, leased equipment, etc.

Additional Event Details

- Set up will take place on October 16, 17, and 18. Organizers will work with you on an arrival window, especially if you are operating out of a food truck or trailer. This is done to better facilitate placement and set up for neighboring vendors.
- Vendors are expected to be on site and prepared for customers during published festival hours.
- Vendors must prepare for inspection and comply with Hamilton County Public Health and Whitewater Township Fire Department.
- Vendors must carry liability insurance for food service and provide proof of coverage.
- Generator usage is typically prohibited. An exception may be made if the event is unable to accommodate your electrical demand.
- Booth space may not be subleased or shared with another business.
- Additional rules and regulations may be implemented at the sole discretion of event organizers.
- Overnight security is provided by Hamilton County Sheriff Department.

An invitation will be extended if an opportunity becomes available for your business. A formal contract with more comprehensive information will be sent to you upon your acceptance of that invitation. If no opportunities are available, your application will be retained for future consideration. Please email info@webersfarmmarket.com with any questions or concerns.

Thank you for your interest in this event.