



2011 Fall Festival BOOTH CONTRACT

Company/Organization: _____

Contact Name: _____ Phone Number: _____

Street Address: _____ City _____ ST _____ Zip _____

Email Address: _____

Please choose from the following:

<i>Quantity</i>	<i>Description</i>	<i>Price</i>	<i>Extended</i>
_____	10' Festival Booth	\$70.00	_____
_____	10' x 10' Area (no booth)	\$25.00	_____
_____	8' x 30" Tables	\$ 9.00	_____
_____	Folding Chair	\$ 2.50	_____
_____	Electrical service per 15 amp outlet	\$10.00	_____
	TOTAL		_____

Electrical Requirement _____ Current _____ # Outlets Needed _____ Total Amps Required _____

Please describe items requiring electricity: _____

Liberty Township accepts this contract, under the following conditions:

1. Lessee will not disfigure the booth in any way, agrees to keep the area in and around the booth clean and to remove all debris at the conclusion of the festival.
2. Lessee agrees to sell or give away only those items or articles specifically listed or permitted in the contract.
3. The Lessee agrees that the location of said booth space will be determined by the Liberty Township.
4. Lessee agrees to hold Liberty Township free and harmless from any liability or damage to Lessee's workers, property or loss, theft or destruction of Lessee's property during set-up, operation, or removal of booth.

Briefly describe the items sold (to provide concessions please complete the Food Contract), displayed, given away, or other use of the booth:

Please return complete contract to: Liberty Township, 6400 Princeton Rd, Liberty Township OH 45011, (payable to the *Liberty Township Charitable Fund*). **Forms and payment are due by Thursday, August 25, 2011.**

If you have any questions or need further information, please call Vickie Daniel at (513) 759-7500. You will receive a signed copy for your records subsequent to acceptance by Liberty Township.

Lesser – Liberty Township
Date: _____

Lessee Signature
Date: _____

LIBERTY FALL FESTIVAL 2011

PRE-EVENT INFORMATION

Location – Liberty Park on Yankee Road behind the YMCA

Event Details – Set up 9:30 a.m., Start 11:00 a.m., Food & Games until 3:00 p.m.

Booth Rental Information:

- **Booth rentals will be handled through Liberty Township.**
- **Booths can be occupied on Saturday, September 17th as early as 9:30 a.m.**
- **The booth will be labeled with your name or business.**
- **If you are interested in having games in your booth, please be aware that the Township will have the following games at the event: Bottle Knockdown, Duck Pond, Milk Can Toss, Mystery Drawer, Pop Ring Toss, Potty Toss, Quarter Pitch, and Sucker Pull.**
- **Please note: if you prefer a certain booth location, please call or make a note on your rental application – we cannot guarantee that you will get your requested position.**
- **There will be electricity available for your booth, but it is limited and there will be a charge for it. Please let us know if you require electricity on the form so that we may accommodate your request.**
- **Garbage cans will be located throughout the festival; you are expected to place your waste in the garbage cans.**

Load In/Out

- Please note and abide by load in/out times.**
- Load in time: 9:30 a.m. to 10:30 a.m.**
- No additional move in will be permitted after 10:30 a.m. on September 17, 2011.**
- Any booths that are unoccupied by the above time, will be reassigned or dismantled.**
- Event Tear Down (load out) will begin after 3:00 p.m. on Saturday, September 17th.**