

OFFICE USE ONLY

Check # \_\_\_\_\_

Amount \$ \_\_\_\_\_

Date \_\_\_\_\_



OFFICE USE ONLY  
Assigned spaces  
\_\_\_\_\_  
\_\_\_\_\_

**DEADLINE: MAY 15<sup>th</sup>**

**Monday, July 4, 2022**

**DEADLINE: MAY 15<sup>th</sup>**

**ARTS & CRAFTS STREET FAIR SPACE APPLICATION FORM**

DATE \_\_\_\_\_ \*\*\* PLEASE PRINT CLEARLY \*\*\* Home Phone (\_\_\_\_) \_\_\_\_\_

Business Name \_\_\_\_\_ Cell Phone (\_\_\_\_) \_\_\_\_\_

Contact person \_\_\_\_\_ E-Mail address \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Exhibit type: \_\_\_\_\_ Arts \_\_\_\_\_ Crafts \_\_\_\_\_ Civic \_\_\_\_\_ Nonprofit \_\_\_\_\_ Provide a description of the art/craft product(s).  
\_\_\_\_\_  
\_\_\_\_\_

I will be **demonstrating/instructing** at Benham's Grove and request a second **FREE** space. \_\_\_\_\_ Please check.

Describe medium \_\_\_\_\_

**Only handcrafted, homemade items are accepted for the Street Fair. Factory-made items, resale products and company associates are not welcome. A nonprofit may only distribute information. No fundraising is permitted (i.e., raffle tickets, product sales or any other type of solicitation).**

LOCATIONS	# of spaces	Amount
Main Street spaces to be reserved (12' wide x 10' deep)	# _____	@ \$70.00 each _____
Benham's Grove spaces to be reserved (12' wide x 10' deep)	# _____	@ \$70.00 each _____
Children's Area spaces to be reserved (12' wide x 10' deep)	# _____	@ \$45.00 each _____
Reserved spaces requested for access to 120V ac ( <u>Limited availability</u> )	# _____	@ \$ 5.00 each _____
<b>TOTAL AMOUNT</b>		_____

**FULL PAYMENT** must be included with this application. Make check payable to Americana Festival, Inc.

Participation in prior Americana Street Fairs? No \_\_\_ Yes \_\_\_ Space # \_\_\_\_\_ Request same space \_\_\_ Y \_\_\_ N

**A new vendor must submit 3 photographs: (1) vendor engaged in making/creating the product, (2) art/craft items, and (3) exhibit setup. Additional photos of the items/products may be included.**

- A vendor may request and receive the same space(s) as the previous year if the application is **received** on or before **April 1<sup>st</sup>** or if not, space assignments are made on a first-come, first-serve basis by date received.
- Will a tent be set-up for exhibiting? Yes \_\_\_\_\_ No \_\_\_\_\_ A tent must be fire retardant (as verified by a manufacturer's-approved fire retardant tag) and capable of being **weighted** because stakes may **not** be used on the asphalt street. A tent that does **NOT** meet these specifications will **NOT** be permitted.
- It is the vendor's responsibility to obtain a license, permit, or insurance if required by the State of Ohio and fully comply with all health regulations. If electricity is requested, the vendor must have a fully-charged 2A:10BC fire extinguisher and an outdoor-approved extension cord.

**~ OVER FOR ADDITIONAL PERTINENT INFORMATION ~**

**PLEASE NOTE:**

1. An email confirmation (mailed letter if no email) will be sent within two weeks of the received application. Please read confirmation thoroughly and **respond** as requested. Please print legibly so that all correspondences are received.
2. If your space assignment, vehicle pass and Street Fair information is not received within two weeks of July 4<sup>th</sup>, notify the Americana Festival office at [info@americanafestival.org](mailto:info@americanafestival.org) or (937) 433-5898.
3. One vehicle pass is issued for each Street Fair application and will only admit one vehicle to the Street Fair area.
4. If a vendor has more than one vehicle, only **ONE VEHICLE** is permitted at a vendor 12' wide space at a time as most vehicles/trucks are minimum 18 – 24 ft.
5. A vendor set-up may NOT extend beyond the 10-foot depth allowance to accommodate public safety. Street Fair personnel will monitor this policy.
6. The sidewalk behind vendor exhibits must be kept clear during the Street Fair for Police and Fire personnel emergency access.
7. A vendor may **not** go onto a resident's or business' private property.
8. Pets are not permitted in the Street Fair area.
9. Vendors are asked to exit the Street Fair area to the NORTH at the end of the day for more efficient traffic flow.

No refunds for cancellations will be made after June 1, 2022

Applications will NOT be accepted after May 15, 2022

Contact the Americana Festival office for any other additional questions.

[info@americanafestival.org](mailto:info@americanafestival.org) or (937) 433-5898

NAME(S) OF OTHER VENDORS WHO MAY BE INTERESTED IN AMERICANA

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

Address: \_\_\_\_\_ Telephone (\_\_\_\_\_) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Description of art, craft, or civic/nonprofit organization.

\_\_\_\_\_  
\_\_\_\_\_

**Mail this application with full payment to:**

An application will not be processed or a space reserved without full payment.

Make check payable to Americana Festival, Inc.

Americana Festival, Inc.  
P.O. Box 41794  
Centerville, Ohio 45441

Telephone: (937) 433-5898



**Monday, JULY 4<sup>TH</sup> 2022**

The Centerville-Washington Township's Americana Festival, Inc. operates a day-long community festival to celebrate Independence Day. Activities include a 5K run, parade, Street Fair (with more than 350 arts & craft vendors and food concessionaires), entertainment, auto show and children's area. The synchronized musical fireworks extravaganza is featured at the Centerville High School Football Stadium.

**Arts & Crafts Street Fair vendors are a central focus of the Americana Festival and we invite you to return, or join us for the first time. It is estimated that the festival attracts a crowd in excess of 75,000. The downtown streets are closed to traffic from 7:00 am to 6:00 pm.**

Attention Fine Artists: Though the show will not be juried, all fine artists will be placed within Benham's Grove area if so requested.

Attention Demonstrators: An individual who is willing to demonstrate his/her talent and/or provide instruction in their medium will be given an additional **free space** next to their exhibit. If they request an assignment in Benham's Grove.

Space Application Form: A Space Application is enclosed. Please complete all information and **print legibly** if you wish to receive confirmation and notifications in a timely manner. An email confirmation (mailed letter if no email) of acceptance or rejection will be sent within two weeks of application. Please read the confirmation **thoroughly** and **respond** as requested.

**A new vendor must submit 3 photographs:** (1) vendor engaged in making/creating the product, (2) art/craft items, and (3) exhibit setup. Additional photos of the items/products may be included.

Vendors are encouraged to send their application as soon as possible as spaces are assigned on a first-come first-serve basis. To be assured of securing a space, the **deadline for submitting applications is May 15, 2022**. Returning participants must submit their applications by April 1, 2022 to request their 2019 space(s). **NOTE: Food concessions have a different application form and fee schedule. Contact the Americana office for additional information at [info@americanafestival.org](mailto:info@americanafestival.org) or (937) 433-5898.**

July 4th vendor materials: A letter with Street Fair instructions and policies, your space assignment number(s), maps, set-up instructions, Centerville Police Department letter and vehicle pass will be sent within the first week of June. If these materials are not received within two (2) weeks of July 4th, contact the Americana Festival office. You must bring your space assignment letter to the Street Fair on July 4<sup>th</sup> and **display the vehicle pass** on the vehicle rear view mirror to be visible to Street Fair personnel. There are no exceptions per Police policy.

Pets are not permitted in the Street Fair area.

~ **OVER FOR ADDITIONAL PERTINENT INFORMATION** ~

July 4th Street Fair policies:

1. It is recommended that a vendor use a 10' x 10' pop-up tent. NOTE: A tent must be fire retardant (as verified by a manufacturer's-approved fire retardant tag) and capable of being weighted because stakes may not be used on the asphalt street. A tent that does **not** meet these specifications will **not** be permitted.
2. One vehicle pass is issued for each Street Fair application and will only admit one vehicle to the Street Fair area.
3. If a vendor has more than one vehicle, only **ONE VEHICLE** is permitted at a vendor's 12-foot wide space at a time, as most vehicles/trucks are minimum 18 – 24 ft. and normally may infringe on another vendor space.
4. You must bring your space assignment letter to the Street Fair on July 4<sup>th</sup> and **display the vehicle pass as required by the Centerville Police Department**. There are no exceptions.
5. A vendor exhibit may NOT extend beyond the 10-foot depth allowance of the reserved space to accommodate public safety. Street Fair personnel will monitor compliance with this requirement.
6. If electric access is requested, or cooking gas or fire of any type is used, a vendor must have a fully-charged 2A:10BC fire extinguisher and an outdoor-approved extension cord.
7. It is the vendor's responsibility to obtain a license, permit, or insurance if required by the State of Ohio and fully comply with all health regulations.
8. The sidewalk behind vendor exhibits must be kept clear during the Street Fair for Police and Fire personnel emergency access.
9. Vendors may **not** go onto a resident's or business' private property.
10. No refund for a cancellation will be made after June 1, 2022.

**We are again showcasing Benham's Grove with a mix of arts, crafts, demonstrations, entertainment, food, and more! Located in the park-like setting of the festival, Benham's Grove offers an additional thirty (30) minutes of booth set-up and tear-down time and option for July 3rd evening set-up after 7:00pm with notification to the Arts and Crafts Chair. It's a charming, open-spaced area with the same rental fee as Main Street.**

The Americana Festival Committee thanks you in advance for your participation!

**DISCLAIMERS**

**Only handcrafted, homemade items are accepted for the Street Fair. Factory-made items, resale products and company associates are not welcome. A nonprofit may only distribute information. No fundraising is permitted (i.e., raffle tickets, product sales or any other type of solicitation). The Americana Festival Committee reserves the right to deny any vendor application that does not comply with the spirit of the Arts & Crafts Street Fair.**

Return application and full payment by check (payable to Americana Festival, Inc.) to:

Americana Festival, Inc.  
P.O. Box 41794  
Centerville, OH 45441  
Telephone (937) 433-5898