

Enon Community Historical Society
2015 Apple Butter Festival
Rules and Regulations

A. General Rules and Regulations (All Vendors)

1. Event is Saturday October 10th and Sunday October 11th.
2. Approval of application and booth assignment is made by the Enon Community Historical Society (ECHS) based on; type, appropriateness of items offered and space limitations.
3. Booths must be either crafts or food. There is no combination permitted.
4. Operators are liable for their own booth and contents. Public Safety personnel will be in the area; however, the ECHS will not be responsible for individual property.
5. All participants must show both days. The festival runs rain or shine and there is no rain date.
6. Due to limited space, self-supporting construction is required. All spaces are 12' x 12'. Holes, nails or stakes will not be permitted in the asphalt. A \$25 fine per hole will be assessed and payable immediately to ECHS upon violation of this rule.
7. Tents, booths and/or furnishings are not provided.
8. Booth spaces are not transferable. The ECHS must approve exceptions in advance.
9. No pets are permitted on festival grounds. Service animals properly identified will be permitted.
10. Firearms or weapons are strictly prohibited on festival grounds.
11. No camping or overnight sleeping is permitted on festival grounds.
12. Handouts, raffles or political signs are not permitted by any organizations or individuals on festival grounds.
13. All booths purchased with electric are provided with one, 110 volt, 20-amp maximum outlet.
14. **Deadline for application is June 1, 2015.** In the event that space is not available or your application is not accepted, your deposit will be returned. Space is limited and early submission is recommended. Booth fees will be refunded only if **cancellation** is received by the Society **prior to August 1, 2015.**

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B. Set-up and Tear-Down

1. Due to pre-festival set-up activities, no set-up will be permitted until after 4:30 PM Friday the day before the festival. There will be **no exceptions**. Failure to comply will result in expulsion from the festival without refund.
2. All participants must enter and check-in through the Taylor St. entrance before proceeding to their booth space. This festival uses a portion of an elementary school grounds; therefore, the children's safety and the normal schedule of the school comes first. The rear gate of the school will **not** be available for entrance until approximately 6:00 PM on Friday.
3. Vans, Cars, Trucks or Motor Homes or any type of enclosed trailer will not be authorized for use as a vending booth or food preparation facility. Trailer mounted grills will only be authorized after review and written permission given by the ECHS.
4. No vehicles are allowed on festival grounds between 9:30 AM and 6:15 PM on Saturday and 10:00 AM to 5:15 PM Sunday during the festival. See "Festival Grounds" Map for Vendor Parking.
5. The festival area must be clear by 8:00 PM on Sunday of all vendors' booths, merchandise, trash and vehicles. Your booth area must be as clean as it was at set-up time. All vendors will be responsible for their own boxes and trash after 6:00 PM on Sunday. Excessive trash left by a vendor will not be tolerated.

C. Craft Booth Rules and Regulations

1. Local Non-Profit Organizations will be permitted to have one (1) silent auction item for fundraising purposes. This must be placed on a separate table within the same booth. You must also have a signed statement approving the sale of the item from the ECHS prior to starting the auction.
2. All items offered for sale **MUST** be predominately handmade, crafted items.
 - NO commercial or mass produced or foreign imports are permitted.
 - NO garage sale or flea market type items will be approved.
 - If items offered for sale do not conform to or are not representative of the application, or are considered inappropriate, you will be required to discontinue the display and sale of such items. If items are in non-compliance, you will be asked to leave the Festival **IMMEDIATELY**. No refund will be given.
 - The only exception to this, are items designed or embellished by the crafter or as a companion to the handcrafted item and will be approved at the discretion of

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the Enon Community Historical Society (i.e. potpourri burner and potpourri mix, quilt and quilt rack, etc.).

3. All tables must be draped to within 2 inches of the ground.

D. Food Booth Rules and Regulations

1. A Clark County Ohio Health Permit is required to operate a food booth. All rules and regulations as set forth by that permit will be enforced by the Clark County Combined Health District. This permit must be secured by you prior to participating in the festival. You can contact the CCCHD at (937) 390-5600 for more information.

2. Bake Sale items are non-potentially hazardous foods that do not require refrigeration after being produced. A non-profit group that sells non-potentially hazardous foods is exempt from licensure. Even though there is no license, the food must be labeled with a list in descending order by weight and the common name of the food. Once again, the Clark County Combined Health District is the ruling authority on this. If you have questions, please call them prior to applying for a booth.

Example: Chocolate Chip Cookies-12 ounce
Ingredients: Flour (and the ingredients contained in the flour)
Sugar
Butter
Brown Sugar
Chocolate (and the ingredients in the chocolate chips)
Salt

Made by members of the Polly Wally Society (937) 555-1212

3. One (1) Class 2A:1 OBC Fire Extinguisher is required per booth space.
4. Trash hauling and removal is included in your booth fee. All boxes must be broken down for ease of transportation.
5. Vendors using cooking oils and grease are responsible for removing them from the festival grounds and disposed of accordingly at their own expense. On-site dumping is not available or permitted.
6. Local Non-Profit Organizations will be permitted to sell one (1) project item from a yearlong fund raising project in a food booth. This must be placed on a separate table within the same booth. You must also have a signed health statement approving the sale of the item with food and approval from the ECHS.

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E. Contact Information

Any questions or concerns can be directed to:

- Enon Community Historical Society's Heritage Room at (937)864-7080. Leave a message and your call will be returned as soon as possible.
- For quickest service, please use our Email address:
enonapplebutterfestival@gmail.com
- Mailing Address:
Apple Butter Festival Committee
P.O. Box 442
Enon, Ohio 45323