



Council of Italian-American Societies of Summit County

Summit County Italian-American Festival

2017 Vendor/Exhibitor Opportunities

Festival Overview:

The 70th Annual Award Winning-Summit County Italian-American Festival sponsored by the Summit County Council of Italian-American Societies and the City of Akron will be held on Thursday, July 13th, 2017, Friday, July 14th, 2017 and Saturday, July 15th, 2017 at Lock 3 Park in Downtown Akron on Main Street.

The festival dates have been changed to Thursday through Saturday in order to appeal to more of the Downtown patrons and also to expand opportunities for overall attendance and income. Thursday provides an additional lunch opportunity for the vendors and exhibitors.

Our festival has been voted the Best Festival in Akron, Ohio by readers of the Akron Beacon Journal for 8 consecutive years. Attendance exceeds 50,000 patrons each year.

The Summit County Italian-American Festival is an Italian heritage festival-with the finest in food, entertainment and activities for the entire family.

Visit our new and expanded festival website at IT-AM.org for detailed information.

Dates/Festival Hours of Operation:

Thursday, July 13th, 2017 11:00 AM thru 11:00 PM

Friday, July 14th, 2017 11:00 AM thru 11:00 PM

Saturday, July 15th, 2017 11:00 AM thru 11:00 PM

(Fireworks Spectacular on Saturday at Dark in Lock 3)

Festival Vendor and Exhibitor Administration Contacts:

For all information and questions regarding Vendor and Exhibitors contact Theresa Romeo at 330-990-4620 or via email at johndaspec@yahoo.com OR Mark Barbuto at 330-472-2745 cell phone or via email at Mbuto618@yahoo.com. You may also contact the Festival Chairman, Harry Ciccolini at (330) 760-4497 cell or via email at heciccolini@twc.com with any questions.

Summit County Italian-American Website:

IT-AM.org (Please visit this site for updated information regarding the festival)

2017 Festival-Food Vendor, Exhibitor and Crafter Opportunities.

Profit Food Vendor (Professional)

This includes any food vendor who is professional in nature. Fees are based on street frontage; including awnings and hitches:

- \$850.00 Up to 12 feet frontage space
- \$1,000.00 For 12 feet to 20 feet frontage space
- \$1,225.00 For over 20 feet frontage space

Fees include Electric, Water, Trash Disposal and Security (Guidelines and Restrictions Apply)

For Profit and Non-Profit Food Vendor Regulations and Stipulations:

The Summit County Council of Italian-American Societies reserves the right to monitor, accept, restrict and or deny any and all Vendors and Exhibitors and or their applications. We reserve the right to enforce duplication rules and we also have the final decisions on the number of food items per food space that a vendor is permitted to sell. We also reserve the right to charge additional fees to vendor and exhibitors who exceed the number of food items permitted.

Non-Profit Food Vendor:

Non-Profit Food Vendors-Are considered vendors who operate for non-profit charitable purposes. (Verification Required). These can be Service Organizations, Clubs, Schools, Societies, etc. Contact Theresa Romeo at 330-990-4620 or via email at johndaspec@yahoo.com OR Mark Barbuto at 330-472-2745 cell phone or via email at Mbuto618@yahoo.com. You may also contact the Festival Chairman, Harry Ciccolini at (330) 760-4497 cell or via email at heciccolini@twc.com with any questions.

For Profit - Non Food Exhibitors:

These include Business Exhibitors and Service Company Exhibitors:

- \$650.00 Up to 12 feet frontage space Additional rates are available and will apply for Exhibitors exceeding 12 feet frontage space. Contact Theresa Romeo at 330-990-4620 or via email at johndaspec@yahoo.com OR Mark Barbuto at 330-472-2745 cell phone or via email at Mbuto618@yahoo.com.

Crafter:

Crafter Non-Profit \$200.00 (10 Ft X 10 Ft) Space-Crafter Must create and Make their own products.

Non-Profit Organizations Exhibitors:

These include Churches, Societies, Schools, Organizations, Athletic/Youth Organizations/Senior Organizations.

We welcome your involvement and will work with you to make your participation possible and enjoyable. (A special application will be required. Please inquire as to guidelines and fees that may apply.

Vendor/Exhibitor Space Depth Regulation:

Trailer/Space depth and width is NOT to exceed 12 feet per City of Akron Regulations.

Raffle/Drawings: Non-Compete Regulations:

The Summit County Council of Italian-American Societies reserves the sole right to prohibit any and all raffles/drawings on the Festival Grounds and within the Festival areas. OTHER THAN THE RAFFLE AND OR DRAWINGS OF THE SUMMIT COUNTY COUNCIL OF ITALIAN-AMERICAN SOCIETIES official festival raffle.

Early Bird Application Incentive and Application Deadlines:

Early Bird applications and ALL payments received by April 1, 2017 may take advantage of a 10% payment reduction in fees.

DEADLINE for ALL APPLICATIONS and FEES is THURSDAY, June 1st, 2017. Any application and fees received AFTER June 1st, 2017 will be subject to late fees.

Application Rights Reserved by the Summit County Council of Italian-American Societies:

The Council of Summit County Italian-American Societies reserves the right to accept; and or deny; any and all applications; and reserves the right to limit food duplication items; and the number of food items sold from and within an individual vendor trailer, area or tent space.

We also retain the right to charge an additional fee for vendors who exceed the number of food items permitted for each vendor space.

The Council of Italian-American Societies of Summit County also reserves the right to terminate any vendor/exhibitor contract agreement for contract violations, non-compliance, and or for violations of our guidelines and rules.

Any decision to return any fees; and or to permit the vendor in question to continue participation in the festival; will be at the sole discretion of the festival administration of the Council of Summit County Italian-American Societies. This also applies to any violation of the City of Akron rules and guidelines as well.

Multiple Food Vendor/Exhibitor Location Applications:

Multiple applications are required for EACH trailer/location. ALL information requested is necessary to process your application. Exclusion of Trailer size, Electrical requirements and stock truck requirements will result in rejection of your application.

Application and Payment Mailing:

Payments may be made in Cash, Certified Bank Check; and or Money Order. Please contact Mark Barbuto to make arrangements for cash payments. All checks are to be made payable to: Summit County Italian-American Council and MAILED to PO Box 26344, Akron, OH 44319.

ALL checks will be deposited PRIOR to the festival dates. To ensure sufficient funds exist, to cover the fee amount due. In the event that any check is returned NSF, a NSF fee of \$35.00 will be added to your application fees. ALL payment fees due MUST be paid in full, in compliance with all payment deadlines.

Subletting/Subleasing of Space:

The vendor/exhibitor agrees NOT to assign, sublet or apportion space. Each vendor must limit their services or products to their assigned space.

Festival-Vendor and Exhibitor Set Up:

At the time that this information is being prepared: set up will be on Wednesday, July 12th, 2017, in pre-assigned time periods. When your application is approved you will receive more detailed information. All set up is to take place in a timely, safe and controlled manner. All trucks, and vehicles used in the set up process must be removed from the street immediately following set up. If you utilize a company providing equipment such as tables, chairs and tents, these individuals MUST be kept informed that we are on a very tight set up time frame. At NO time are ANY vehicles to be left unattended during festival set up. NON-COMPLIANCE may result in vehicles being towed AT the owner's expense.

NOTE: Summit County Italian-American Council will be the first to have access to the festival set up areas. Our Tents, Tables, Chairs and other festival equipment will be set up FIRST-before any other vendor access will be permitted.

NOTE: Parking of cars, vehicles and trucks anywhere on Main Street during festival hours is strictly prohibited for safety purposes. All deliveries must be made prior to festival opening each day.

Note: During the entire set up time period, an owner/operator of your establishment that is knowledgeable about your operation MUST be on site. During the festival there MUST be at least one experienced person at least age 21 or over on site at all times during the festival.

NOTE: Any Adjustments to Rented space will result in additional fees payable at time of set up.

Festival Vendor and Exhibitor Site Layout Plan:

The Summit County Italian-American Festival Administration cannot guarantee that your preference for a location will be assigned. We will make every effort to accommodate your location request. The festival layout will be designed in the best interest of the overall festival.

Our first priority will be to accommodate vendors and exhibitors who have been with us for many years. In all matters, the festival administration will work in good faith efforts with each vendor/exhibitor in order to achieve total overall success for all involved.

The Summit County Italian-American Festival Administration reserves the right to limit and/or restrict the types of food, beverages and merchandise that are sold by vendors during the festival.

Festival-Vendor and Exhibitor Tear Down/Clean Up

In order to assure a complete festival operation during ALL festival dates and times of operation; Each and every vendor and exhibitor MUST be in operation at all times. Tear Down is only permitted after the festival closes on Saturday night at midnight. There is to be NO early tear down. We sincerely appreciate your support and cooperation.

NOTE: We ask during tear down and clean up that trailers, tents, equipment, etc. be removed promptly and that your responsible area is cleaned, all trash and debris be taken to the available trash receptacles.

Festival Security/Hold Harmless

Reasonable precautions will be taken by the Summit County Italian-American Council to protect property from periods of set up through the teardown period. Akron Police Department Officers will be on duty, however; we cannot insure the Vendor/Exhibitor against damages, losses, or injury; nor does the SCIAF assume any liability as a result of any damage, loss and or injury.

Rubbish Removal

Vendors are responsible for the disposal of their trash into City of Akron dumpsters, which are provided for the festival completely throughout the festival site. Please breakdown cardboard boxes. Please use recycle containers if available. DO NOT DISPOSE of ANY TRASH in private dumpsters. Failure to comply with trash, grease or gray water will result in a fine and/or you will be required to place a security deposit for future festivals. You may be prohibited from participating in future festivals.

Water:

Vendors are responsible for providing Health District approved food grade hose to the provided water outlets. Waste water, also called "gray water" must be captured and disposed into an approved area. These areas will be appropriately marked.

Grease:

All grease from vendors must be disposed of in the approved containers provided by the City of Akron. These locations will be appropriately marked. Precautions must be taken to keep grease off the pavement.

Electric Service:

The City of Akron has adequate electrical hookup locations throughout the Lock 3 Park and festival site on Main Street. Vendors are required to provide their own hookup wires and cords. Vendors are also responsible for providing specific electrical needs information when completing the application. The City of Akron Electricians will be on site at the time of your set up. It is your responsibility to meet with the electrician at the time of your hookup. Vendor owner/operators MUST be on site with your operation at the time of your electrical hookup. ALL electric breaker boxes MUST be in the OFF position at the time of hookup.

Electrical cords/wires MUST be covered in pedestrian traffic areas with approved industrial safety matting.

GENERATORS: There will be NO generators permitted anywhere on the festival grounds site; without the specific approval of the festival administration and the City of Akron-Fire Department Inspectors.

Inspections: Summit County Health District and Akron Fire:

All Festival inspections will occur on Thursday, July 13th, 2017 at approximately 9:00 AM. All approved vendors and exhibitors will receive specific information when your application has been accepted.

If you have any specific questions regarding the Akron Fire regulations; please contact the Akron Fire Prevention Bureau at (330) 375-2211. If you wish to obtain a copy of the City of Akron Fire and Health Guideline booklet- Please contact City of Akron-Recreation and Community Events at (330) 375-2854.

All vendors offering Food Items-MUST either have a mobile food service license, and or purchase a temporary license through the Summit County Health District. For information contact them directly at 1100 Graham Road Circle, Stow, OH 44224, www.schd.org or (330) 923-4891 and toll free at 877-687-0002.

Exclusive Rights:

The Summit County Italian-American Festival holds the exclusive rights to Instant Bingo, Raffles, Fireworks Novelties, Children's blow up novelties. If you wish to work with the festival administration concerning these items, please contact Harry Ciccolini at (330) 760-4497. OTHERWISE, NO vendor and/or exhibitor is permitted to have these items anywhere on the festival site.

NOTE: Only Coca-Cola Company Soft Drinks may be sold-ANYWHERE on the Festival Grounds. Vendors are permitted to offer other beverages, but must comply with this stipulation according to the City of Akron and Lock 3 guidelines.

The Summit County Italian-American Festival Administration has the exclusive right for the sale and distribution of ALL Alcoholic beverages.

Giveaways and Walking Billboards, along with ANY Amplified Sounds are prohibited; without the specific consent of the festival administration.

Liability Insurance and Liability Waiver:

Please refer to specific guidelines enclosed in this packet regarding Liability Insurance; and our Liability Release Waiver. Failure to comply with ALL guidelines and forms will result in immediate cancelation of your approval to serve as a vendor/exhibitor.

PROOF OF INSURANCE MUST BE PROVIDED AND MUST BE ON-FILE PRIOR TO SET UP.

Ice Sales:

For the convenience of vendors, ICE will be made available for sale (\$5.00/22lb bag) during the festival hours, by the SCIAF. Vendors may choose to obtain their own ice, however NO ice may be sold by any other vendor, entity or exhibitor. Please contact Eric Maghes at (330) 801-2438 for questions regarding ice distribution.

Tent and Equipment Rentals for the 2017 Festival

If you have requirements for Tents, Tables, Chairs and other equipment: Charlie Miller, Miller's Party Rental at (330) 753-9104 will be the exclusive vendor. Contact Charlie Miller for help with your requirements. You may address any questions to the Festival Chairman, Harry Ciccolini at (330) 760-4497.

Summit County Italian-American Society and Festival Closing Application Statement

The Summit County Council of Italian-American Societies - Exists to enhance our Italian-American Heritage. From the benefits of the festival; we are able to assist, support and provide many opportunities to Young People, Seniors, Social Service Agencies, Schools and Educational Scholarships.

Please visit our website at IT-AM.org for more information about us and the Summit County Italian-American Festival.

Our Festival is known as one of the best caliber Italian Festivals in our area and is Co-Sponsored and supported by the City of Akron and the City of Akron Mayor's Office. We have been voted the Best Festival in the City of Akron for many years and we are members of the State of Ohio Festival and Events Association. This agency only supports festivals and events operating under the finest caliber.

We sincerely thank you for your interest. If you are a returning vendor/exhibitor, we welcome you back. If you are new, we hope to offer you an opportunity for a very positive Vendor and Exhibitor experience.

We believe that you will find our festival that brings approximately 50,000 patrons to Lock 3 and Downtown Akron a rewarding and successful experience for you as well.

Sincerely,

The Administration of the Summit County Italian-American Festival

The Council of Italian American Societies of Summit County

2017 Summit County Italian-American Festival

Vendor and Exhibitor Application

Name of Vendor/Exhibitor:

Name of Official Operation:

(Please Circle Below the Area that Applies to You)

Vendor-Food-Profit

Vendor-Food-Non-Profit

Exhibitor-For Profit

Exhibitor-Non-Profit

Crafter

Non-Profit Organization

FIRST CONTACT NAME:

Address:

City:

State:

Zip:

Phone:

Cell:

Home:

Email:

SECOND CONTACT NAME:

Phone:

Cell:

Home:

New Participant:

Returning Participant:

Circle the food item(s) that you wish to sell:

Chicken Tenders Chicken Subs Gyros: Lamb/Chicken Pasta Salads Fried

Cheese Corn on the Cob Steak Philly Sandwiches Cheese Steak Wings

Peanuts French Fries Ice Cream Spumoni Italian Ice Ribs: Beef

Soft Drinks Funnel Cake / Elephant Ear Chinese

Baked items - Please list:

(Please list additional items NOT on the list on a separate piece of paper)

Please Mark Item that Applies: Trailer Tent Operation

Other (Please Describe)

Size of Space: Frontage: Width: Height:

Electric Needed? Yes No NEMA Plug? Yes No Amps of Service Needed:

Please list ALL of your appliances and Amps per appliance: (Use Additional Page/Paper if Needed)

Exhibitors: Type: Service Provider:

Crafter Items: (Must be Handmade)

Any important information about your Vendor/Exhibitor Operation/Space that is important for us to know; but that has not been specifically mentioned and or addressed - Please explain on a separate piece of paper.

TOTAL AMOUNT DUE FOR THIS SPACE: \$ _____

Method of Payment: Cash Certified Check Money Order

TOTAL AMOUNT OF PAYMENT ENCLOSED: \$ _____

All checks are to be made payable to:

Summit County Italian-American Council and MAILED to PO Box 26344, Akron, OH 44319.

Authorized Signature of Acceptance of Terms:

I acknowledge that I have read the complete Vendor/Exhibitor Application Cover Letter, Overview and Application in Complete detail. I hereby agree to comply with ALL the terms hereto:

I attest that I am an authorized owner/employee/person of the before mentioned operation.

Name: _____ Business Name: _____

Date: _____ Signature: _____ Print Name: _____