

Council of Italian-American Societies of Summit County

Letter to our Treasured Vendors:

The Council of Italian American Societies of Summit County has been providing an annual Italian Festival for over 70 years. We offer one of the largest festivals in Summit County and attract over 45,000 attendees. We have been awarded the Beacon's Best Festival as voted by the area residents 10 times.

We would love to have your organization as one of our vendors for 2023. Our festival will be held in downtown Akron, Ohio on the dates of August 3, 4 and 5. The city of Akron has been a great sponsor and partner through the years supporting our festival. The main area of entertainment is currently under renovation with an exciting new future park for Lock 3.

Due to the construction activities in this area, we will be moving the footprint of the festival North on Main Street and will be using part of Bowery Street that will provide access to the temporary stage and entertainment area. We are trying to use Main Street for our vendors and the entrances to the festival. Main street offers full access to ample electric and water supplies and foot traffic from local businesses and parking areas. While Bowery Street is closer to the entertainment stage that is only used in the evening hours of the festival, it does not offer any electric utilities. We will work with vendors that are self-contained to utilize this area and do not require additional electric service. (These vendors will receive a reduced fee for their participation in the festival). A map of the proposed footprint is included in the festival vendor contract.

It is our goal to provide the community with a safe and family friendly festival.

Please feel free to contact our vendor coordination staff noted in the attached contract with any questions or concerns.

Sincerely,

Harry Ciccolini

Council President and Festival Chairman.

Council of Italian-American Societies of Summit County

Summit County Italian-American Festival

2023 Vendor/Exhibitor Opportunities

Festival Overview:

The 73rd 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, August 3rd; Friday, August 4th; and Saturday, August 5th, 2023 in Downtown Akron on Main Street.

The festival dates are Thursday through Saturday in order to appeal 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.

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

Dates/Festival Hours of Operation:

Thursday, August 3, 2023 11:00 AM thru 11:00 PM

Friday, August 4, 2023 11:00 AM thru 11:00 PM

Saturday, August 5, 2023 11:00 AM thru 11:00 PM

Festival Vendor and Exhibitor Administration Contacts:

For all information and questions regarding Vendor and Exhibitors contact Mark Barbuto (330) 472-2745 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)

2023 Festival-Food Vendor, Exhibitor and Crafter Opportunities.

Profit Food Vendor (Professional)

This includes any food vendor who is professional in nature.

\$600.00 Vendor access to Bowery St. Vendors on Bowery St must provide their own electric service.

\$1,000 Vendor access to Main St. with full access to all utilities

Fees include Trash Disposal and Security (Guidelines and Restrictions Apply)

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 Mark Barbuto for additional information

Profit-Non Food Exhibitors:

These include Business Exhibitors and Service Company Exhibitors:

\$650.00 Up to 12 feet frontage space

NOTE: Additional rates are available and will apply for Exhibitors exceeding 12 feet frontage space. Contact Mark Barbuto for additional information.

All vendors must have city rated fire extinguishers.

All vendors must have signage larger than 8" x 10" of items they are selling and the price.

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:

Deadline for ALL applications and fees is Wednesday, July 1st, 2023. Any application and fees received AFTER July 1st, 2023 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 the duplication of food items; and to limit 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 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. Any vendor needing additional power for other vehicles will have an additional charge of \$50 and must be approved and secured with Mark Barbuto prior to arrival.

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 26584 Firestone Park 2001 Brown Street , Akron, OH 44319-9998. MUST INCLUDE COPY OF INSURANCE

ALL checks will be deposited PRIOR to the festival dates to ensure sufficient funds exist, and to cover the dollar 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 payments 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 present time this information is being prepared; set up will be on Wednesday, August 2, 2023, 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. Parking is only permitted in designated areas and a parking pass must be obtained from a festival setup worker. This must be displayed in clear view to avoid being towed. All deliveries must be made prior to the 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 that is at least age 21 or over on site at all times during the festival.

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, and all trash and debris is to 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 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, August 3rd 2022 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 739 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.

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:

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 FESTIVAL SET UP.

Ice Sales and Ice Stations:

For the convenience of vendors and exhibitors, ICE will be made available for sale 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. A 20# bag is offered at \$7.00 each.

Tent and Equipment Rentals for the 2023 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 over 10 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 Summit County Council of Italian-American Societies

2023 Summit County Italian-American Festival

Vendor and Exhibitor Application

Name of Vendor/Exhibitor:

Name of Official Operation:

(Please Circle Below Area that Applies to You)

Vendor-Food-Profit

Vendor-Food-Non-Profit

Exhibitor-Profit

Exhibitor-Non-Profit

Crafter

Non-Profit Organization

Contact #1:

Name:

Address:

City:

State:

Zip:

Phone:

Cell:

Home:

Email:

Contact #2:

Name:

Address:

City:

State:

Zip:

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 Corn on the Cob
Steak Philly Sandwiches Cheese Steak Fried Cheese Wings Peanuts

Baked items: Please Circle or List:

French Fries Ice Cream Spumoni Italian Ice Ribs: Beef Soft
Drinks Funnel Cake / Elephant Ear

Chinese:

(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.

Festival vendors agree to hold the Council of Italian American Societies of Summit County, its executive board and its club members harmless from any and all claims, particularly as they relate to liability, damage, or any expense arising from any injury, death of a person, or theft of any property.

Name: _____ Business Name: _____

Date: _____ Signature: _____

Print Name: _____



Council of Italian-American Societies of Summit County

Summit County Italian-American Festival

Lock 3 Akron OH