



# The Great Pumpkin Fest

October 14, 2017, 2:00 PM – 6:00 PM  
Booth/Space Contract



Company/Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Street Address: \_\_\_\_\_ City \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

Email Address: \_\_\_\_\_

- Please have your booth set up and open by 1:30 pm on Saturday, October 14. All unauthorized vehicles must be out of the event area by 1:00 p.m.
- Each food concession stand is required to carry its own sales tax and food permits.
- Each concession stand is requested to clean up garbage in their area.
- Each booth is responsible for providing their own tables/chairs.
- Tents larger than 10x10 will not be permitted.
- Unless otherwise established with event manager, all booths are requested to stay open the following hours:  
Saturday 2 pm – 6 pm
- All booths must be off the premises by Saturday evening.
- **Booth space is free however each booth/space must participate in a free game/activity for children or free give away.**

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Electrical Requirement \_\_\_\_ Current # Outlets Needed \_\_\_\_ Total Amps Required \_\_\_\_  
Please describe items requiring electricity: \_\_\_\_\_

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**Lessee 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 and to post all prices clearly.
3. The Lessee agrees that the location of said booth space will be determined by the Lesser.
4. Lessee agrees to hold Lesser 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 (concessions included), displayed, given away, or activity to be offered:

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

**Please return the completed contract to:**

West Chester Township  
Attention: Pumpkin Fest,  
9113 Cincinnati-Dayton Road  
West Chester, OH 45069.

If you have any questions or need further information, please call Drew Reeder at (513) 759-7301. You will receive a signed copy for your records subsequent to acceptance by Lesser.

\_\_\_\_\_  
Lesser – West Chester Township  
Date: \_\_\_\_\_

\_\_\_\_\_  
Lessee Signature  
Date: \_\_\_\_\_

Contract Submission Deadline is September 29<sup>th</sup>