

# COMMUNITY FESTIVAL

## June 28, 29, 30, 2013

Dear Artists, Crafts-persons, Global Village and Contemporary Commercial Vendors:

Community Festival is a free, three-day, outdoor, music and arts festival where local artists, crafts-persons, community organizations, and political action groups can participate in the fun. The Columbus Community Festival Street Fair is an eclectic mix of arts, crafts, commercial merchandise, imported goods, and community & political information. The organizers view the festival as a unique village and the Street Fair booths with their exciting mix of eye-catching goods to be the shops along the shaded streets that lead from the food to the stages, from the lemonade to the kids' activities, from friend to friend. Each year the number of applicants grows and the selection panel works very hard to make sure there is a diverse mix of merchandise and community and political action groups.

**Last year over 600 people applied for 200 booth spaces.**

Read this sheet and the application carefully, fill out the application (SO WE CAN READ IT) and retain a copy of this sheet, include all requested materials (give us color photo copies of art or merchandise – be clear and illustrative), new vendors must include samples of soaps or other skin items. Describe your booth in detail.

A good application can help get you selected.

### **CATEGORY FEES**

**Arts & Crafts:** A \$65 Booth Fee and 10% of your gross sales at the event if selected – Artists and craftspeople selling their own work

**Contemporary Commercial & Global Village:** A \$85. Booth fee and 10% of your gross sales at the event if selected – Vendors selling products and art made by other people or that is imported.

All booths are 10'x10 – if you are requesting 20' you must request and send booth fees for two booths.

Send everything to  
**ComFest Street Fair 2013**  
**P.O. Box 7167**  
**Columbus, Ohio 43205**

**ALL APPLICATIONS MUST BE RECEIVED ON OR BEFORE**

**April 20, 2013 (4/20/13) - NO EXCEPTIONS**

**REMEMBER TO INCLUDE A SELF ADDRESSED, STAMPED ENVELOPE**

**All applicants must fulfill this part of the application process!**

# COMMUNITY FESTIVAL

## June 28, 29, 30, 2013

Fill out this application & return it with applicable fees - \$65. for Arts & Crafts, OR \$85. for Contemporary Commercial and Global Village - to be received on or before APRIL 20, 2013

Make all checks payable to ComFest

Send to: P.O. Box 7167, Columbus, Ohio 43205

PLEASE ENCLOSE A SELF-ADDRESSED, STAMPED ENVELOPE that fits and mails your materials.

**PLEASE PRINT SO WE CAN READ IT**

New Name      New Address

Company Name (if one)                                      Phone                                      Cell Phone

Name of contact person    Phone

Email:    Web Site:

Address:    City    State    Zip

### CHECK YOUR VENDOR CATEGORY

Arts & Crafts     Global Village     Contemporary Commercial

Please list all items you plan to sell or distribute (you may attach pages).

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**\*\*Remember to enclose color copies of photos or examples of items for sale or distribution or your application will not be considered. NO EXCEPTIONS!**

**\*\*Please provide a detailed description of your booth or photos from past years (you may attach a page for this purpose).**

**\*\*Please note:** The Columbus Fire Department requires that all tents, canopies and tarps be fire resistant and labeled as such (you will need to show a label on the tent or provide a copy of the certificate). The Fire Inspector will make you remove any material that does not meet Columbus Fire Code. See the ComFest Info page for more detail.

**YOU MUST FILL OUT THE BELOW PART OR YOUR APPLICATION WILL BE RETURNED!**

Will you need electricity?                       Yes                                       No

Specify equipment you will be running, include projected wattage and/or amperage

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\*\*Please note: All proposed lighting must be shielded, no exposed bulbs, rope lighting, quartz bulbs, fluorescents, icicle style or large bulb holiday type lights will be allowed. All extension cords must be heavy-duty outdoor type and if accepted, you must have a ground fault breaker between your lights and the ComFest electrical system. See the ComFest Info Page for more detail.

**\*\*Indicate any special needs**

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Your signature below indicates that you agree to accept and abide by the Community Festival terms and conditions as described in the **2013** booth application and information.

Name \_\_\_\_\_

Date \_\_\_\_\_

Please Print Name \_\_\_\_\_

## **Community Festival Statement of Principles**

The Community Festival is guided by its principles. The principles are statements of what the members believe are basically important. They are:

We think that people ought to work for the collective good of all people rather than for personal gain

We support cooperation and collective activity rather than competition and individual profit

We believe that the basic necessities of life are a right and not a privilege

We believe that people have the collective right to control the conditions of their lives

We believe that people should strive to conduct their lives in harmony with the environment

**We recognize that there are primary attitudes that divide and oppress people; these attitudes are usually shown by prejudice against people on the basis of age, class, ability, income, race, sex, and sexual preference or orientation.**

**We seek to eliminate these attitudes.**

# **St. Fair Info 2013 Community Festival - FAQs**

**If you are accepted, a complete set up and tear down schedule will be included with your acceptance letter**

**You are expected to be present with your booth and open all three days of the event.**

**You MUST have the correct licenses to participate**

## **LIABILITY**

**The Festival, its organizers and committees do not accept any responsibility for any injury, loss or damage to goods, displays, equipment or persons.**

## **EXHIBITORS PROVIDE**

If accepted, you will be expected to bring your own **tables and chairs, fire rated pop-up tent – canopy – tarp (if you plan to use one)**, - as per Columbus Fire Code, ALL tents, canopies & tarps must be made of fire resistant material and you must have either a tag on the item or a certificate from the manufacturer stating such with you to show us - NOTE: any tents, canopies or tarps that do not meet Columbus Fire Code will be removed - no exceptions! You will be expected to provide your own displays and lights (ALL lights must be shielded or caged – no bare bulbs are allowed); heavy-duty outdoor electrical cords and a trash can to keep your booth area cleaned up.

Shelter and lighting is provided for Community/small Foods area only.

The festival provides no equipment for vendor use - no exceptions.

## **YOU MAY NOT BRING:**

If accepted you may **NOT** bring charcoal grills or cooking devices, glass bottles (this should be a no brainer but you would be surprised), leave that boom box, MP3, computer or radio at home unless you have earphones – the single largest complaint on the street fair is someone playing an amplified device and annoying the folks around them (imagine listening to your least favorite music or presentation all week-end long from the booth next door) - plus like it's a music and art festival folks there is enough noise!! Don't bring a computer presentation or a TV it is not a video village - no exceptions.

**NO sewing machines, polishing devices, grinders, VCRs, TVs, radios, electric fans, computer displays, soldering irons, wood burning irons etc..**

### **Items Not Allowed For Sale or Distribution Include:**

If accepted, you may not sell or distribute flea market type items, weapons, weapon-like novelties, items made from coral or ivory, bootlegged records, tapes or CDs, water, pop or food (unless you have been selected to sell food, pop or water), baked goods (no homemade handouts – food for crowds has to be made in a commercial kitchen and comply with local health codes), any infringement on the ComFest (Community Festival) logo, any materials contrary to ComFest (Community Festival) Statement of Principles, any materials that advocate sexism, racism, violence or that are discriminatory or violent in content.

### **Live music and Drums on the Street Fair**

You may not present live performance in or around your street fair booth, there is simply not enough room and your crowd will block your neighbor's customers, people trying to walk around and even cars during tear down. Drum Vendors - Drum Circles, while fun and energetic – actually are not fun for your neighbors who are trying to sell their wares, talk about their missions, tear down at night or who live on the edge of the park, and always must be limited in time span and cease without incident when requested to do so (at any time) by ComFest Safety or Street Fair crew.

### **BOOTH SHARING**

If accepted, you may NOT share your booth with anyone who has not participated in the selection process for 2013 and been accepted for the 2013 event. You may NOT let someone share if you have been blessed with space – the event has a selection panel that works very hard to choose the mix of merchandise and informational materials to be presented. This is a good way to get uninvited next year!

### **ANIMALS**

For the safety of the people and the animals, **NO** animals are allowed to accompany booth vendors (no animals in or around your booth – tied in the park behind your booth, left in your car or truck or in crates nearby), with the exception of working dogs for medical reasons, which must remain on a leash.

**This means every animal! Leave them at home.**

**They will thank you and so will the festival.**

### **STAY IN YOUR BOOTH! THIS MEANS EVERYONE!**

**If accepted, ALL sales and distribution of materials must be conducted in your booth space.** You are not allowed to roam the grounds and sell or hand out anything! You may NOT stand in the street in front of your booth.

## ELECTRICITY

**Electricity is not guaranteed – bring a BATTERY-POWERED source of light with you for those temporary blackouts** - The intent of the Festival in supplying power is for **lighting only**. The maximum allowable power for a booth is 250 watts (2.5 amps) at 120 volts. **This is approximately three 60 watt or four 40 watt light bulbs**. Vendors must have their own lamps or fixtures, NOTE: ALL light bulbs must be shielded or caged, **NO bare bulbs, old-fashioned big bulb holiday lights that get hot, rope and icicle lights, quartz or fluorescent lights**. If selected, you must bring heavy-duty outdoor type extension cords and a ground fault protector or multi plug with it's own circuit breaker. **NO - You may not bring your own generator – small ones are noisy and pollute the general area around them**. Got a solar one - contact us at [comfeststfair2@cs.com](mailto:comfeststfair2@cs.com)

## COMFEST TOKENS

We regret that we can no longer accept ComFest tokens as part of your percentage. No exceptions. You may accept them as payment to you but you have to spend them yourself. You may not turn them in for cash.

## TENT CONFIGURATION

All tents must be fire rated, must fit in your space and can have no overhangs or awnings sticking out into the street. You MUST anchor your tents, either with buckets of cement, cement blocks, water jugs or other weights. In the Park stakes that go directly through the legs may be used – stakes with ropes may not.

**NO sewing machines, polishing devices, grinders, VCRs, TVs, radios, electric fans, computer displays, compressors, soldering irons, wood burning irons, etc.**

**Please review the above information - if your question is not answered you may email us** at [comfeststfair2@cs.com](mailto:comfeststfair2@cs.com)

**Keep in mind that everyone who is working at the event is a volunteer, no one is paid to be helping you or in too many cases listening to you complain. Everyone is in this together and it is important you are part of the Team. The Festival reserves the right to not accept vendors who have broken the rules.**