

# Ravenna Balloon A-Fair

P.O. Box 454  
Ravenna, Ohio 44266



Hello,

Are you interested in joining the Ravenna Balloon A-Fair festivities? The family fun will be occurring on Saturday September 16th, and Sunday, September 17th.

From Main Street, where there will be a Grand Parade and booths (only on Saturday), then to Sunbeau Valley Farm, where Hot Air Balloons lift off (weather permitting), a Jeep Show with a Car Crush, fireworks at dusk, and a Car Show on Sunday. There will be live entertainment, craft booths and food/beer vendors both days.

Come and join the fun! Interested in a booth at Sunbeau Valley Farm? Read the enclosed forms very carefully. Complete in their entirety, sign, and with your payment return to:

RAVENNA BALLOON A-FAIR

ATTN: KAREN PELC

P.O. BOX 454

RAVENNA, OH 44266

All booths will be assigned once all documentation and payment is received. Space is limited.

Be sure to check out all events on our Facebook page and/or our website  
<http://ravennaballoonafair.com/>

Any questions call 330-296-3247 or email at [craft@ravennaballoonafair.com](mailto:craft@ravennaballoonafair.com).

Karen Pelc  
Sunbeau Valley Farm  
Booth Coordinator

# Ravenna Balloon A-Fair

P.O. Box 454  
Ravenna, Ohio 44266



## Administrative:

1. Application, Hold Harmless Waiver, Rules and Requirements Form, and Vendor fee must accompany the application to the committee for your application to be considered. Checks can be made payable to: Ravenna Balloon A-Fair.
2. Vendors are required to check in at the front gate (Gate 1) for space assignments.
3. If vendors have any questions/problems during the event report to the information desk (located at RV).
4. The Ravenna Balloon A-Fair timeline is as follows:  
Saturday:  
-Vendor set-up time: 12:00pm – 2:30pm.  
\*\*\*Vendors must have their vehicles unloaded and parked in the designated Vendor parking area by 2:30pm.\*\*\*  
Event time: 3:00pm – 11:00pm\*  
-Vendor tear down: 11:00pm – 12:00am (optional)  
  
Sunday:  
-Vendor set-up time: 9:00am – 10:30am  
\*\*\*Vendors must have their vehicles unloaded and parked in the designated Vendor parking area by 10:30am.\*\*\*  
-Event time: 11:00am – 6:00pm\*  
-Vendor tear down: 6:00pm – 8:00pm  
**\*Event end time and vendor tear down time subject to change.**

I have read and reviewed the rules, regulations, space designations and requirements and agree to abide by them.

---

Print Name

---

Signature and Date



**Ravenna Balloon A-Fair  
Sunbeau Valley Farm  
Booth Participation  
Rules and Requirements  
September 16-17, 2023**

Spaces:

1. Outdoor spaces are 10' x 10' in areas designated by the committee, at the site of the Ravenna Balloon A-Fair, Sunbeau Valley Farm.
2. Each Vendor is responsible for the set-up, tear down, and manning of their space(s). Vendors will have their space(s) manned for the duration of the event, unless otherwise directed or approved by committee personnel.
3. Tents/Canopies must be weighted and staked down on each leg to prevent tip over in case of high winds or storms. Each leg must have a minimum of 30 pounds attached to it. Any vendor not meeting this requirement will be asked to take down their tent.
4. The Ravenna Balloon A-Fair only provides marked spaces to vendors. The Ravenna Balloon A-Fair does not supply tables, tents, chairs, stakes, weights, water, or any other such items to vendors. These are the vendor's responsibility.
5. If selling any food items they must be properly sealed, packaged with all ingredients listed. The sale of beverages is not permitted from any display or craft booth.
6. Booths will remain up during the duration of the event. No vehicles are permitted on event grounds while the event is ongoing. Vendors who tear down early and bring a vehicle on the event grounds without the expressed permission of the Ravenna Balloon A-Fair committee will not be allowed to show at following Ravenna Balloon A-Fair events. If you have any questions, please speak with the Balloon A-Fair craft show booth coordinator or committee member at the event.
7. **No electricity will be provided for Craft Vendors.**
8. The Ravenna Balloon A-Fair has exclusive rights for the sale of lighted/glow items such as glow sticks, necklaces and mouth pieces, fiber optics, LED and lighted battery operated novelty items. No vendor will be permitted to sell these or similar items.
9. **The Ravenna Balloon A-Fair has a strict No-Refund policy.**



**Application is due before September 1, 2023**  
 Late applications are subject to \$25 late fee  
**(No Refunds)**

Organization, Business, or Individual (as you would like advertised)	
Name:	Phone:
Address:	Cell:
City, State, Zip:	Email:
Emergency Contact:	Phone:
<b>BOOTH SPACES</b>	
Type of Space Use:	Crafts      Displays      Games      Sales
Type of Equipment Use:	Tent      Tables      Booth      Trailer      Other:
Description of items for sale/display and price range:	
<b>NOTE: Booths are \$50 for one day or \$75 for both Saturday and Sunday. Please check below what days you plan to participate:</b>	
Saturday Only <input type="checkbox"/>	Sunday Only <input type="checkbox"/> Saturday & Sunday <input type="checkbox"/>
<b>IMPORTANT INFORMATION:</b>	
1: If selling any food items they must be properly sealed, packaged with all ingredients listed. The sale of beverages is not permitted from any display or craft booth at Sunbeau Valley Farm. 2: No electricity will be provided for Craft Vendors. 3: <u>Ravenna Balloon A-Fair has exclusive rights for the sale of glow/lighted novelty items.</u> 4: There are a limited number of spaces available. Please submit your application quickly. 5: Please make checks payable to: <b>Ravenna Balloon A-Fair. (Put "Sunbeau Booths" on memo line)</b> Mail to: Ravenna Balloon A-Fair, ATTN: Karen Pelc, P.O. Box 454, Ravenna, OH 44266.	
Signature of Representative:	Date:

Office Use Only

Payment Type:

Space #

Date:

Location #

Showed Last Year:



RAVENNA BALLOON A-FAIR

RELEASE AND WAIVER OF LIABILITY AND INDEMNITY AGREEMENT SEPTEMBER 16-17th,

2023

Inconsideration of being permitted to participate in the RAVENNA BALLOON A-FAIR and to maintain a booth or activity therein, relative to the RAVENNA BALLOON A-FAIR in the City of Ravenna, Ohio on September 16-17th, 2023 the undersigned for it, its representatives, assigns, heirs, and next of kin:

1. HEREBY RELEASE, WAYES, DISCHARGES , AND COVENANTS NOT TO SUE THE RAVENNA BALLOON A-FAIR, INC., its officers and members; officials, agents or any other person or entity working in conjunction with the RAVENNA BALLOON A-FAIR, INC., all for the purpose herein referred to as RELEASES, all liability to the undersigned, its personal representative, assigns, heirs, and next of kin for all loss or damages, and claim or demands therefore, on account of injury to the person or property herein caused by negligence of RELEASES or otherwise while the undersigned is participating in the RAVENNA BALLOON A-FAIR, INC. in any manner.

2. HEREBY AGREES TO INDEMNIFY AND SAVE AND HOLD HARMLESS AND RELEASES each of them from any loss, liability, damage, or cost they may incur due to the participation of the undersigned, its agents or others working in conjunction with it, in or upon the designated area of the RAVENNA BALLOON A-FAIR, INC., and whether caused by the negligence of the RELEASES or otherwise: and

3. HEREBY ASSUMES FULL RESPONSIBILITY FOR AND RISK OF BODILY INJURY, DEATH, OR PROPERTY DAMAGE due to the negligence of the RELEASES or otherwise while participating in the RAVENNA BALLOON A-FAIR, INC., and while setting up booths, working, observing or otherwise participating in such event.

EACH OF THE UNDERSIGNED further expressly agrees that the forgoing Release and Waiver of Liability and Indemnity Agreement is intended to be as broad and inclusive as is permitted by the law of the State of Ohio, and that the balance shall, notwithstanding, continue in full legal force and effect.

THE UNDERSIGNED HAS READ AND VOLUNTARILY SIGNS THE RELEASE AND WAIVERS OF ALL LIABILITY AND

INDEMNITY AGREEMENT, and further agrees that no oral representation statements or inducements apart from the foregoing written agreement have been made.

Please Sign and Return with application, if not returned it will take longer to process your application.

SIGNATURE: -----

DATE: -----