

**1<sup>st</sup> Annual Ohio Eagles Nest Fest**  
**701 North Main Street, Alger, OH 45812**  
**Saturday, October 21 |10:00am – 5:00pm**



Dear Vendor,

Thank you for your interest in participating in our 1<sup>st</sup> annual **Ohio Eagles Nest Fest**. We are excited to invite you to be a part of this family friendly, fun event!

Please look carefully over the information in this packet so you can be familiar with our vendor information and rules & regulations.

Jennifer Griffin,  
Vendor Coordinator



**PRICE**

Vendor spaces are \$20/table if the vendor provides their own table. If the vendor should need us to provide a table, an 8-foot table will be provided at an extra \$5/table.

**LOCATION**

All vendor tables are to be set up in the gymnasium and space assignments are made by the vendor coordinator before the event. The vendor coordinator will take into consideration reasonable requests. The coordinator will also not place like items in close proximity of each other. While we make every effort to accommodate special requests, not all requests can be honored. Space assignments are the sole decision of the vendor coordinator and may not be swapped or otherwise moved by vendors.

**SIZE**

Each vendor space will be a 10 x 10 space. You may not block aisles or emergency exits or be in the space of a neighboring vendor. Please consider this carefully when making the decision as to what items to bring to our event.

**SET-UP / TEAR DOWN**

Please enter through the side door. This entrance is marked for “coaches and players only”. The door is on the “Main Street” side of the building. Set-up must happen on Friday, October 20<sup>th</sup> between the hours of 5:00pm-8:00pm. Vendors may not arrive prior to 5:00pm on Friday evening. Doors will be shut & locked promptly at 8:00pm on Friday night. There will be no late set-ups. Saturday the doors will open at 9:00am. Vendors may not arrive prior to 9:00am on Saturday. Tear down will begin promptly at 5:00pm on Saturday.

## **Rules & Regulations For The NEST FEST**

The Ohio Eagles reserve the right to limit vendor products to those that we deem family friendly and to limit the number of vendor products (example: only 1 Color Street consultant).

Not all spaces have electrical outlets close by. If you require access to an electrical outlet you must clearly mark this need on your vendor agreement. These spaces will be assigned on a first come, first serve basis and are not guaranteed, even if you mark it on your form.

We are a non-smoking facility. Please refrain from smoking anywhere in the building or outside of the doors or on walkways. If you are a smoker, you may smoke in your vehicle.

We ask that all vendors share our event page on their page as well as sharing the event to as many people as possible.

In the event that the fest must be cancelled, we will promptly refund all of the money that was paid by the vendor.

If a vendor should choose to cancel their participation, they must contact the director at 419-721-0723. The cancellation must occur at least 14 days prior to the event in order to receive a refund of half what was originally paid. Cancellations received less than 14 days prior to the event will receive no refund.

Thank you again for your interest in our 1<sup>st</sup> annual Ohio Eagles Nest Fest! We look forward to a great event! For any questions or any additional information, contact: Jennifer Griffin, Vendor Coordinator @ [godzgaljen@gmail.com](mailto:godzgaljen@gmail.com).

# 1<sup>st</sup> Annual Ohio Eagles Nest Fest

## 2023 Vendor Agreement

Ohio Eagle families that wish to secure a vendor space at our fest can register between now and September 1. After that time registration will open to the general public.

To secure your space you will need to send payment and a signed vendor agreement to our vendor coordinator at 2236 County Road 10, Ada, OH 45810 OR email your vendor agreement to [godzgaljen@gmail.com](mailto:godzgaljen@gmail.com) and Venmo your payment.

Please Mark One:      Ohio Eagle Family Vendor \_\_\_\_\_      General Public Vendor \_\_\_\_\_

Name: \_\_\_\_\_

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Best Telephone Number To Reach You: \_\_\_\_\_

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

I would like to reserve:      # of vendor spaces      \_\_\_\_\_

I would like to bring my own table (\$20)      \_\_\_\_\_

I would like to use the facility's 8-foot table (\$25 )      \_\_\_\_\_

Total Payment Enclosed:      \_\_\_\_\_

Electrical Outlet Needed:      Yes      **or**      No

Please make your check payable to: "Ohio Eagles" and include "Nest Fest" on the memo line OR make your payment on Venmo @ohioeagles with "Nest Fest" on the memo line.

Please give a brief description of what goods/services your business offers. We will use this information in our advertising for the Nest Fest.

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By signing below, I acknowledge that I have received a copy of the 2023 Ohio Eagles Nest Fest information sheet and wish to secure a vendor space at this event. Furthermore, I have read the "Rules & Regulation For the Nest Fest" and agree to abide by the policies and procedures stated there.

Vendor Signature: \_\_\_\_\_

Date: \_\_\_\_\_