

MERCHANDISE VENDOR RESPONSIBILITIES

WELCOME

Five Rivers MetroParks is excited to have you participate in Dayton Celtic Festival at RiverScape MetroPark! We have prepared the following information to ensure we all have a successful event. If you have any questions please don't hesitate to ask.

26-28 July 2019

	EVENT HOURS	MERCHANDISE SALES
FRI. 7/26	5:30 - 11 PM	5 - 11 PM
SAT. 7/27	11:30 AM - 11 PM	11:30 AM - 11 PM
SUN. 7/28	9 AM - 6 PM	10 AM - 6 PM

HOURS

- You are expected to shut down at the scheduled time even if you have a line.
- This helps the crowd to move off of the festival site in a timely manner allowing for clean-up activities to occur as scheduled.
- A delay in shut down causes a trickle-down effect to additional labor costs that are not in the budget (Law Enforcement, Maintenance staff, etc. can quickly add up).

VEHICLES

- All vehicles must be removed from the festival footprint no later than 1 hour before festival start.
 - Talk to the festival coordinator if you have parking questions. Public Parking is available at the area meters (free after 5pm Friday) and parking garages. Prices vary.
- Vehicles are not permitted to drive into the festival footprint at the end of the festival until the "all clear" is given by FRMP Rangers. This will be communicated to you by the festival coordinators or FRMP staff.
- Failure To comply with the above may result in your receiving a parking ticket.

SET-UP

- Any merchandise or signage should be within your rented space.
 - Your setup should not obstruct the right-of-way, on the street or sidewalk.
 - Items can be stored on the sidewalk behind your booth space within 3 feet of the curb.
- Tent should be properly weighted down
 - You cannot tie tent to any trees or existing fixtures in the park.
 - Tent must be independently secured.

SECURITY

- Secure tent and merchandise as best you can.
 - While security does patrol the area, we are not responsible for any stolen or lost merchandise.
 - We highly recommend tent walls or sheets to help secure sides of tent, especially overnight.
 - We encourage any displays on the outside of your tent be moved inside for overnight storage.
 - Last year there were several issues overnight and during the festival, so secure all merchandise overnight as well as possible and watch closely during sales hours.
 - Report any and all issues to Festival personnel or FRMP Rangers as soon as possible.

WASTE REMOVAL

- Vendors must adhere to all local, state, and federal regulations and laws.
 - Dayton Celtic Festival and Five Rivers MetroParks explicitly prohibits any form of illegal waste dumping.
 - Vendor agrees to dispose of waste (including grease, gray water, and solid waste) in appropriate receptacles. If receptacles are not provided or filled, Vendor agrees to remove waste from event site in their own vehicle and at their own cost.
- Dumping violations could be grounds for exclusion from future FRMP events, or private events on FRMP property.
 - This is solely at the discretion of the Dayton Celtic Festival and FRMP.

WI-FI

- We do **NOT** have secured Wi-Fi
 - We require that no transactions be processed while on our public Wi-Fi.
 - We do not guarantee strength in network in any zone of the festival footprint.

VIOLATION OF RULES

- Festival Coordinators reserve the right to decide whether or not to work with any vendor, and is not a reflection of any notices that park staff may send.
 - 1st Offense: A Notice of Violation letter will be sent
 - 2nd Offense: Vendor will be temporarily suspended from coming to festivals
 - 3rd Offense: We will no longer allow vendor to attend festival