

“The Spring Thing”



“The Spring Thing” VENDOR APPLICATION

Please PRINT and fill out the following:
Application Due by April 30, 2012

Name: _____

Phone Number: _____

Address (include city/zip): _____

SPECIFIC Art, Craft, Collectible or Flea Market item
description:

Number of Tables for Display: _____
Indoor space—1 table \$25.00/additional table (s) \$15.00
Outdoor space—\$15.00 (bring your own table & chairs)

Please mail check (payable to
RRAAC/SAW, Inc.) and application to:

“The Spring Thing”
Rocky River AAC
20120 Detroit Road
Rocky River, OH 44116

The Rocky River Adult Activities Center
Presents the 2012

9th Annual RRAAC Arts & Crafts and Flea Bazaar

Saturday, May 12, 2012

9:00 a.m. to 3:00 p.m.

Set up time is Saturday, May 12th at 7:00 a.m.

Indoor 80 vendor spaces (approx. 6' X 3') are available
Outdoor space (10' X 10') bring your own table &
chairs

Indoor space—1 table \$25.00/additional table(s) \$15.00
Outdoor space—\$15.00 (bring your own table & chairs)

For further information call:

Evenings: Shelly Bishop at bishop58@sbcglobal.net

or leave a message at (216) 931-7390

Days: Dave Growley (216) 931-7390



Proceeds from this event will go to RRAAC-SAW, Inc. / CCBDD-RRAAC is not responsible for lost or stolen articles
Cuyahoga County Board of Developmental Disabilities

**WAIVER OF LIABILITY – CRAFT BAZAAR
ROCKY RIVER ADULT ACTIVITIES CENTER
*MAY 12, 2012**

IN CONSIDERATION FOR THE OPPORTUNITY TO PARTICIPATE IN THE NAMED EVENT, I HEREBY DECLARE THAT I AM A VOLUNTARY PARTICIPANT, RESPONSIBLE FOR ANY DAMAGE OR INJURY I MAY CAUSE AS A RESULT OF THIS PARTICIPATION AND....

I WILL HOLD HARMLESS, INDEMNIFY, AND DEFEND ALL GROUPS AND PERSONS CONNECTED WITH THIS EVENT, INCLUDING THE CUYAHOGA COUNTY BOARD OF COMMISSIONERS, THE CUYAHOGA COUNTY BOARD OF DEVELOPMENTAL DISABILITIES, ITS ELECTED AND APPOINTED OFFICIALS, EMPLOYEES AND VOLUNTEERS FROM AND AGAINST ANY CLAIMS, LOSS, LIABILITY, DAMAGE AND EXPENSE ARISING OUT OF INJURY OR PROPERTY DAMAGE RESULTING IN WHOLE OR PART, DIRECTLY OR INDIRECTLY, FROM MY PARTICIPATION IN THIS EVENT.

PARTICIPANT'S NAME (PRINT)

PARTICIPANT'S SIGNATURE
(AGE 18 OR OVER)

APPROVED – CCBDD STAFF SIGNATURE

*WAIVER IS VALID FOR NAMED DATE ONLY



C U Y A H O G A C O U N T Y
Board of Developmental Disabilities

**Policies and Procedures for
Rocky River AAC/SAW, Inc. 2012 Spring Thing Event
Saturday, May 12th**

TABLE RESERVATION:

- Table spaces are assigned on a **First Paid** basis and are only guaranteed **after we receive full payment.**
- Checks or Money Orders made out to: RRAAC.SAW, Inc.
- Table space will be sold on a **First Paid** basis.
- Mail payments to: The Spring Thing, Rocky River AAC, 20120 Detroit Road, Rocky River, OH 44116.
- **Cut off for table reservations is April 30th.**

VENDOR REGULATIONS – State of Ohio and Cuyahoga County:

- It is an expectation that vendors know the laws which surround the sale and use of their products, and when appropriate maintain the proper State of Ohio Vendor license. One time 'Casual Sales' vendors for flea market items are exempt. Food vendors should be familiar with the Cuyahoga County codes that regulate food sales and obtain a food vendor license from the Cuyahoga County Department of Health.
- For more information please go to http://tax.ohio.gov/faqs/Sales/sales_taxability.stm or call toll free (800) 282-1782 615 W. Superior Av., Suite 570 Cleveland, OH 44113-189.

TABLE PLACEMENT:

- Event management reserves all rights in assigning vendor location within the event.
- No switching table locations on the day of the event

REFUNDS:

- If you must cancel your reservation, a refund will be made, provided you give us a **written notice.** We must receive notice 12 days before the event by April 30th.

RESELLING OR SUBLETTING TABLES:

- Reselling or subletting tables are not permitted and will result in revocation of vendor status.

DISPLAY MERCHANDISE:

- Merchandise will be confined to tables and directly under tables
- Merchandise **can not overflow into walkways.**

TABLE COVERINGS:

- Vendors are to provide covering for their tables. Coverings must flow to the floor unless a tidy display is confined under the table.

SET UP:

- Vendors set up is Saturday, May 12, 2011 beginning at 7:00 am – no sooner
- Show opens at 9:00 am until 3:00 pm
- *Please attend your booth by 9:00 am.*

TEAR DOWN:

- Tear down will be after the show closes at 3:00 pm Saturday.

SALES TAX:

- Vendors are responsible for collecting sales tax when required.

EVENT :

- Event management reserves the right to disapprove any vendor items that may be deemed inappropriate. Firearms, weapons, pornography or fireworks are NOT allowed.
- All children under the age of 15 must be supervised.

OUTSIDE VENDORS:

- Outside vendors must provide their own tables, chairs and tents (if they choose to use). Outside spaces are not refundable in the case of rain. We will however make an attempt to locate you within a location indoors if space allows and for an additional \$5.00 cost.

PARKING:

- Vendors can unload their goods at the west side doors on the center between 7:00 and 9:00 AM.
- After unloading, **all vendor cars must then be moved to the adjacent grass area behind the center to allow for customer parking.** Handicapped parking will be allowed in the designated areas.