



Summit County Agricultural Society

229 E Howe Rd/ P.O. Box 89

Tallmadge, Ohio 44278

scfholidaymart@gmail.com

49th ANNUAL HOLIDAY MART

General Information, Initial Rules and Regulations

EVENT LOCATION:

Summit County Fairgrounds
229 East Howe Road,
Tallmadge OH 44278
P.330.633.6200
www.summitfair.com

EVENT ADMISSION: \$5

Early Bird Admission Saturday
November 11th 8:00 AM – 10:00 AM:
\$10

PARKING: FREE

EVENT HOURS

- Friday, November 10, 2023:
- Saturday November 11, 2023:
- Sunday, November 12, 2023:

Vendor Hours

9 a.m. to 9 p.m.
Open at 6 a.m.
Open at 9 a.m.

Shopper Hours

Early Bird 8-10a.m, 10 a.m. to 4 p.m.
10 a.m. to 3 p.m.

CRAFTS / ARTWORK

- Your crafts /artwork must be original and handcrafted by you.
- **NO RESALE ITEMS ARE PERMITTED! NO EXCEPTIONS!** If you are found to be reselling items, you will be removed from the show immediately and banned from participating in future Holiday Mart shows.
- **THIS IS A JURIED SHOW!** As part of your application, we request that you send us:
 1. **At least four (4) recent pictures of your product!**
 2. **A picture of your booth, and**
 3. **A price list for the product(s) you intend to sell**(Your pictures must reflect the product that you will be selling at Holiday Mart. Holiday Mart representatives will be monitoring the event floor and checking to make sure the items you are selling are the same/similar to the items in your photos.)
- **Applications MUST be submitted with photos, even if you have been in the show before. Any application received without the minimum number of required photos will be returned to you unprocessed. Photos may be submitted electronically (i.e. email attachment, Facebook/Etsy website, etc.).**

RAFFLE

- There will be a raffle to benefit Summit County Agricultural Society; **YOU ARE REQUIRED TO DONATE AN ITEM OF AT LEAST \$25 VALUE BEFORE YOU RECEIVE YOUR VENDOR PACKET. THIS ITEM IS TO BE DROPPED OFF BEFORE YOU WILL RECEIVE YOUR VENDOR PACKET.**
- You are not permitted to have your own raffle, donation jar or petition(s).

Buildings

- **This year we will be utilizing two buildings for the show, The Arena Complex (where we normally hold the show) and the Virginia O'Casek Hall, which is behind the Arena Complex. Since this is the first year, we are introducing the Virginia O'Casek building, we are offering booth space at a discounted rate of \$100. Please mark on your application which building you would prefer to be in.**

VENDOR NAME BADGES

- All vendors will be required to wear the Holiday Mart name badge(s) at all times during the show.
- Summit County Agricultural Society will supply each vendor with two (2) name tags at no cost.

- You may purchase up to three (3) additional name badges for \$5 each.
- You will receive your name badges on Friday, November 10th when you check-in.

CANCELLATIONS

- **There is a cancellation deadline of August 30, 2023.** Any cancellation received after this date will not be refunded.
- **Unless you have made other arrangements with the Holiday Mart Coordinator, booth spaces not occupied by 9 p.m. on Friday, November 10, 2023, will be forfeited and will not be refunded.**

SET-UP

- Set-up will be on Friday, November 10, 2023, from 9 a.m. to 9 p.m.
- **You MUST check-in prior to setting up your booth, as booth numbers are subject to change.**
- Each booth space is approximately 10' x 10'. Please plan your space accordingly.
- Booths are not permitted to have a roof of any kind. This is in violation of the fire code.
- Lit candles are not permitted. This is in violation of the fire code.
- Fire inspectors will continually check to make sure everyone is within their allotted space and adhering to fire codes.
- **If you are purchasing electricity,** you must furnish your own 14/2 wire extension cord.
- **If you are renting a table,** please check to make sure it has been set-up properly and is sturdy before placing anything on it. Summit County Agricultural Society will not assume any responsibility for damages.
- Vendors are required to have their tables skirted to the floor. Vendors must supply table skirts.
- **HOLIDAY MART RESERVES THE RIGHT TO HAVE ITS REPRESENTATIVES MOVE/REMOVE ITEMS THAT ARE:**
 1. **BLOCKING AN AREA**
 2. **IN ANOTHER VENDOR'S BOOTH SPACE OR**
 3. **NOT PERMITTED IN THE SHOW.**
- Booth spaces **MUST** be ready for inspection by 7:30 a.m. on Saturday, November 11, 2023.

FOR THE SHOW

- Vendor licenses are your responsibility. For information, contact the Summit County License Department (<http://fiscaloffice.summitoh.net/index.php/vendor-licensing>).
- If you are unable to be at your booth for any period of time, please have a responsible adult who can manage things while you are away.
- Vendors are not permitted, under any circumstances, to bring product into the arena on any kind of a cart **during shopper hours**. If you must use a cart, please do so before the doors are open to shoppers.
- **FOR FOOD VENDORS:** A concession stand is supplied by the fairgrounds; therefore, any food items being sold during the show must be packaged. The Ohio Department of Agriculture has labeling and packaging requirements. Contact the Ohio Department of Agriculture (www.agri.ohio.gov/foodsafety).
- **FOR FOOD VENDORS:** You must contact the Summit County Health Department (www.scphoh.org) **before** the show to inquire about any permits you may need to sell food products.

TEAR-DOWN

- Tear-down is on Sunday, November 12, 2023, 3 p.m. until 5 p.m.
- **All vendors MUST wait until 3 p.m. to tear-down/pack-up their booth spaces; this includes bringing into the building any type of cart, etc., that you will be using. Any vendor who violates this rule will be banned from future Holiday Mart shows.**
- The arena closes at 5 p.m.