

JUNETEENTH OBERLIN 2025

Oberlin Juneteenth, Inc. | 55 South Main St., Suite 369 | Oberlin, OH 44074
OberlinJuneteenth@gmail.com



VENDOR / EXHIBITOR APPLICATION — SATURDAY, JUNE 14th 2025



PLEASE PRINT THIS DOCUMENT AND FILL IT OUT

Include cash or money order payable to “Oberlin Juneteenth Incorporated” and return to:

Oberlin Juneteenth, Inc. | 55 South Main St., Suite 369 | Oberlin, OH 44074

Name of Business / Booth : _____

Contact Person : _____

Address : _____

City : _____ State : _____ ZIP : _____

Cell Phone # : _____

Fax # (if available) : _____



6' x 2' BOOTH WITHOUT ELECTRICITY

Type of Vendor / Exhibitor	Quantity	Price Per	Total Amt.
Non-Vendor / Info Only / Personal / Family / Church Organization		\$60	
Non-Profit Organization		\$60	
For-Profit Business		\$60	



VEHICLE VENDORS / EXHIBITORS - FOOD LICENSES REQ'D

Type of Vendor / Exhibitor	Quantity	Price Per	Total Amt.
Trucks with Their Own Generators		\$100	
Trucks Needing 220V Electrical Outlets		\$100	
Lorain County Public Health Food Vendor License*		*	
City of Oberlin Food Truck License**		**	

* Food vendors must be licensed by Lorain County Public Health. Form at loraincountyhealth.com

** Food trucks are also required to have a Mobile Food Vendor license from the City of Oberlin. Form at cityofoberlin.com/for-residents/permits/mobile-food-vendor/

All food vendors must secure and pay for County and City licenses separately from Juneteenth fees





PRODUCTS FOR SALE

Please list all products to be offered for sale. Attach additional sheets if necessary.

Type of Vendor / Exhibitor	Price

Type of Vendor / Exhibitor	Price



INSURANCE INFORMATION

Insurance is required for food trucks, recommended (but not required) for other vendors.

Insurance Vendor Name & Address : _____

Insurance Agency Email Address : _____

Insurance Agency Phone # : _____

Insurance Agency Fax # : _____

NAIC # : _____

Type of Insurance	Policy #	Eff. Date (mm/dd/yyyy)	Exp. Date (mm/dd/yyyy)	Limits
Commercial General Liability				Each Occurrence Damage to Rented Premises Med Exp Personal & Adv. Injury General Aggregate
Automobile Liability				
Umbrella Liability				
Excess Liability				
Workers Compensation				

_____ agrees to hold Juneteenth Oberlin Incorporated, its elected officials, agents, and employees, harmless from and indemnify and defend the same, from any and all claims, causes of action, damages or other losses that may arise out of the provision of the services or other in the performance of this agreement. Prior to the execution of this agreement,

_____ shall provide to Juneteenth a certificate of Insurance in a form and with a carrier acceptable to Juneteenth Oberlin Incorporated, evidencing a minimum of Two Million Dollars (\$2,000,000) in annual aggregate General Liability coverage and naming Juneteenth Oberlin Incorporated as an Additional insured.

_____ shall maintain such coverage throughout the term of this agreement.

Juneteenth Oberlin Incorporated is Additional Insured (Attach Carrier Additional Insured Document)

AND Juneteenth Oberlin Incorporated is Certificate Holder



SIGNATURE

The terms of this contract are binding upon all parties hereto, their successors or assigns.

By signing below you agree to the terms of this contract.

If you have questions or concerns, please contact Valerie Lawson by text message at 440-825-2033 (text only) or by email at OberlinJuneteenth@gmail.com

Printed Name : _____ Date : _____

Signature : _____

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VENDOR / EXHIBITOR AGREEMENT

Please read very carefully and keep a copy for your records!

- By signing the application, the applicant has read and agreed to the Terms and Conditions.
- Event Location and Hours: Juneteenth Festival hours are 9:00 a.m. until 6:00 p.m., Saturday, June 14th, 2025. Set up will be from 8:00 a.m. to 10:00 a.m. on the day of the Festival.
- Before beginning set-up, all Vendors/Exhibitors will report to the Juneteenth Information Desk for their Vendor/Exhibitor identification badges.
- Juneteenth, Inc. grants the Vendor/Exhibitor the rights to sell, distribute, or display *exclusively* the items listed and described on the Vendor/Exhibitor Application. Vendors/Exhibitors receive no promises regarding guaranteed income.
- ABSOLUTELY NO VEHICLES ARE ALLOWED ON THE BRICK PATHS AROUND THE OBERLIN UNDERGROUND RAILROAD CENTER ROUNDHOUSE. Vendors/Exhibitors must enter on black asphalt or concrete pavement only.
- NO RAIN DATE. The Juneteenth Festival will be held outside, rain or shine, at the Oberlin Underground Railroad Center Roundhouse (southeast of South Main St. and Edison St., behind the McDonald's) in Oberlin on Saturday, June 14th, 2025.
- Juneteenth Inc reserves the right to reject any inappropriate work or display (as judged by Juneteenth Inc.) and to ask any Vendor/Exhibitor to leave who fails to comply with a request to remove an item or display from their booth, with no refund of fees.
- All sales are to be from a Vendor/Exhibitor's assigned booth only (i.e., no roaming sales).
- No bullhorns or megaphones, flashing lights or strobes, speakers or sound amplification, are allowed in the booth area.
- *Surrounding area is to be kept clean at all times.* The Vendor/Exhibitor is responsible for leaving assigned booth space free of litter. Trash should be bagged and take to the trash can for pick-up. Recycling is required.
- Each Vendor/Exhibitor is responsible for providing their own tables and/or chairs, and collecting their own Retail Sales Tax.
- Absolutely NO ALCOHOLIC BEVERAGES are allowed and NO PETS are allowed at the booth site.
- Booth Space: booth assignments will be made only upon receipt of contract and payment in full on a first come, first serve basis. We will do our best to honor your preferred choice. However, Juneteenth Oberlin, Inc. reserves the right to change locations or booths for unavoidable reasons. Booth assignments will be made as close to your indicated request as possible. Postmark or date received will be used to order booth applications.
- Chairs and tables will NOT be provided.
- Booth fees must be paid in full (ONLY ACCEPTING MONEY ORDER [preferred] AND CASH) by June 7th, 2025. Please contact Valerie Lawson after June 7th at 440-825-2033. All booth fees will be returned in the event that the Juneteenth Festival is canceled.
- Booth reservations made by June 7th, 2025 will be listed on the final Juneteenth Festival schedule of events.
- No booth space may be shared or sublet without written permission from Juneteenth Oberlin, Inc. Any subletting requests must be received and processed by June 7th, 2025.
- Vendors/Exhibitors may terminate this agreement at any time with the understanding that all fees paid to Juneteenth Oberlin, Inc. will be forfeited without the availability of a whole or partial refund.
- Covid protocols: Masks are recommended but not required for Vendors/Exhibitors and those who are immunocompromised. Only two people are allowed in the booth at a time. A plastic barrier is recommended between booth and public.

Liability Waiver: Vendor/Exhibitor agrees that Juneteenth Oberlin, Inc. and its trustees, employees, agents, and workers bear no responsibility for any personal injury sustained by Vendor/Exhibitor or their employees or for the loss of, or damage to, property/goods from any cause whatsoever at this event. The Vendor/Exhibitor agrees to hold Juneteenth Oberlin, Inc. and its trustees, employees, agents, and workers harmless from any loss, injury, or damage sustained by the Vendor/Exhibitor, their agents, employees, or customers, from any cause whatsoever at any time relating to this event. The Vendor/Exhibitor is responsible for any required Liability insurance. Please no wholesalers.

The terms of this contract are binding upon all parties hereto, their successors or assigns.

By signing the application form, you agree to the terms of this contract.

If you have any questions or concerns, please contact Valerie Lawson of Juneteenth Oberlin, Inc. by phone at 440-825-2033 (text message only) or by email at OberlinJuneteenth@gmail.com

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