



# OHIO HERB EDUCATION CENTER

The Ohio Herb Education Center's Herb Day is scheduled for  
**Saturday, May 12, 2018 from 9am - 4pm.**

Herb Day features an annual herb sale, a variety of fun activities and  
informative herbal workshops.

## LOCATION:

**Creekside Park & Plaza at 117 Mill Street in Gahanna**

## BOOTH INFORMATION:

- Vendor space size: 10' x 10'
- Vendor is responsible for timely set up and transporting all booth materials to booth location. A dolly or cart is recommended.
- Exhibitors are invited to demonstrate their own products within their booth space. Booth spaces are to be kept clean and tidy.
- Vendors supply their own tables, chairs, canopy and fire extinguisher. No electricity is provided. A fire-extinguisher must be in each vendor booth at all times, per fire code.
- There are no refunds or transfers. Vendors agree to remain for the entire length of the festival, **rain or shine**. Plan accordingly. Vendors who leave early will be barred from returning to the event for the following 2 years.
- Vendors agree to conduct themselves in a respectful and professional manner with patrons, organizers and each other.

## FEE:

- **Front Plaza: \$90 by 4/4/17; \$100 after (limited space available)**
- **West & South Plazas, or Lagoon: \$55 by 4/4/17; \$65 after**

## REGISTRATION:

To reserve a booth space, please complete and detach the registration form and mail with a check made payable to:

**Ohio Herb Education Center  
110 Mill Street, Gahanna, OH 43230**

For more information, please call the Ohio Herb Education Center at 614.342.4380. Food vendors and non-herbal business vendors should contact 614.342.4268 for further information on registering.



# HERB DAY SATURDAY, MAY 12, 2018 HERBAL CRAFT &/OR WELLNESS VENDOR APPLICATION & WAIVER

Name/Company Name:

\_\_\_\_\_

Address, City, State, Zip:

\_\_\_\_\_

Telephone: (    ) \_\_\_\_\_ Email: \_\_\_\_\_

Website address: \_\_\_\_\_

Describe the product you will set up (craft, herb demonstration, etc.)

\_\_\_\_\_

NEW: Product Image: please email a jpeg to [herb.center@gahanna.gov](mailto:herb.center@gahanna.gov)

The Ohio Herb Education Center/City of Gahanna reserves the right to reject any contract and to return your exhibit fee. It is understood that the undersigned, by participating in this event, will comply with the Rules and Regulations of the City of Gahanna. Also, the undersigned will be responsible for insurance and local/state/federal taxes. This event may be cancelled with no refund in case of inclement weather or other circumstances beyond our control.

For and in consideration of the opportunity to participate in this City of Gahanna event, I/We the undersigned, discharge and covenant to hold harmless the City of Gahanna and the Ohio Herb Education Center, its successors, officers, employees, and agents of and from any and all actions, causes of action, claims, demands, costs, loss of services, expenses and compensation on or account of or in any way growing out of any and all personal injury or property damage, which may occur as a result of participation in the aforementioned event.

\_\_\_\_\_  
Exhibitor/Vendor Signature

\_\_\_\_\_  
Date

**The City of Gahanna, Department of Parks & Recreation  
Ohio Herb Education Center: 110 Mill Street, Gahanna OH, 43230  
614.342.4380 (p) 614.342-4281 (f) [www.ohioherbcenter.org](http://www.ohioherbcenter.org)**