



Middlefield Swiss Cheese Festival Craft Show Vendor Application & Contract

Event Date: June 12-14, 2026 | Location: Middlefield, OH

Dates: Friday, June 12 (11am - 5pm); Saturday June 13 (10am - 5pm); Sunday June 14 (11am - 5pm)

Location: Cardinal Elementary School, 16175 Almeda Dr., Middlefield, OH

LOGISTICS & REQUIREMENTS

Setup Times: Thursday night (6:00 PM - 8:00 PM) or Friday morning (8:00 AM - 10:30 AM).

Operations: Vendors must be open and ready by daily opening times and remain open throughout the event.

Equipment: Tables and chairs are not provided; vendors must supply all display equipment

Responsibility: Each vendor is responsible for the full setup and teardown of their designated spot.

CONTRACT TERMS & CONDITIONS

1. Payment: Once the application has been approved, payments need to be mailed in order to finalize application

2. Refund Policy: All vendor booth fees are final and non-refundable. No refunds or credits will be issued for cancellations initiated by the vendor.

3. Right of Refusal: The festival reserves the right to refuse vendors based on committed vendor competing products.

4. Liability Waiver: The Swiss Cheese Festival and Cardinal Local School District are not responsible for any injuries.

SECTION I: Vendor Information

Business Name: _____

Contact Person: _____

Address: _____

Phone: _____ Email: _____

SECTION 2: Booth Selection & Fees

Type of Vendor: Craft Direct Sales Other

Brief description of items that you will be selling: (you MAY NOT bring any items that are not included on this list - you WILL be asked to remove items not approved/listed on your display)

Number of spaces (10x10 space): \$50 for each additional space

**TABLES and CHAIRS are NOT provided! Please bring your own!*

1 (\$120) 2 (\$170) 3 (\$220) _____

ELECTRICITY

Yes No Doesn't matter

AGREEMENT TO TERMS AND CONDITIONS

By signing below, the applicant acknowledges that they have read, understood, and agree to abide by the following terms set forth by the Swiss Cheese Festival:

- **Compliance:** I agree to comply with all festival rules, including specific setup times (Friday 6–8 PM or Saturday 7:30–8:45 AM) and operational hours (9 AM – 2 PM). I understand that I am responsible for the complete setup and teardown of my 10x10 space.
- **Booth Requirements:** I acknowledge that tables and chairs are not provided
- **Refund Policy:** I understand that all vendor booth fees are final and non-refundable. No refunds or credits will be issued for cancellations or “no-shows.”
- **Liability:** I agree that the Swiss Cheese Festival and the Cardinal Local School District are not responsible for any injuries, theft, or damage to personal property occurring during the event.
- **Right of Refusal:** I understand that the festival organizers reserve the right to refuse any application to ensure a diverse and competing selection of products.

Applicant Printed Name: _____

Authorized Signature: _____

Address: _____

APPLICATION SUBMISSION INSTRUCTIONS

- **Deadline:** All completed applications and full payments must be received by March 30th, 2026.
- **Waiting List:** Please note that the space is limited to 70 spaces. Any applications received after the March 30th deadline will automatically be placed on a waiting list. You will be contacted if a spot becomes available.
- **Payment Requirement:** An application is not considered complete until payment is received
- **Application Submission By:**

Email: Email completed form to: egk.craftshow@gmail.com

Mail: Send completed form to:

Jennifer Fekete
Swiss Cheese Festival Craft Show
12665 Princeton Road, Huntsburg, OH 44046

YOU WILL BE CONTACTED VIA EMAIL ON YOUR ACCEPTANCE.

If you have any questions: Contact Jennifer Fekete at 440-479-7243 (Please note that Jennifer is teaching and coaching during the day; responses will typically be sent **after 5:00 PM**. Text/email is preferred).

FOR OFFICE USE:

APPROVED: _____ **NOT APPROVED:** _____

AMOUNT OWNED: _____ **PAID:** _____

