



Weekend of Fire

Jungle Jim's International Market and the Oscar Event Center

October 7 & 8, 2017

Vendor Information Packet

junglejims.com/weekendoffire

Show Information

DATE & TIME: Saturday, October 7, 2017, 11 am - 7 pm
Sunday, October 8, 2017, 11 am - 4 pm

WHERE: The Oscar Event Center at Jungle Jim's International Market
5440 Dixie Highway, Fairfield, Ohio 45014

PRICES: General Admission: \$10.00
Ages 5-12: \$1.00
Ages 4 and under: Free with Adult Admission
All children under 16 must be accompanied by an adult.
Tickets available online or in store

CONTACT: Dianna Hood: Event Coordinator
Office: 513.674.6055
Cell: 513.869.0770
dhoo@junglejims.com

SCHEDULE: Friday, October 6:
9 am - 5 pm: Vendor Set-Up
6 pm - 8 pm: Vendor Kick-Off Party,

Saturday, October 7:
10 am - 11 am: Continental Breakfast Opens,
in the Vendor Meeting Space
11 am - 7 pm: Show

Sunday, October 8:
10 am - 11 am: Continental Breakfast Opens,
in the Vendor Meeting Space
11 am - 4 pm: Show
5 pm - 8 pm: Vendor Move Out.
This will be strictly enforced.

Sponsorship Information

Sponsorship Packages

A unique marketing opportunity for companies interested in increasing brand and community awareness during the Weekend of Fire at Jungle Jim's International Market.

All Sponsorships Include:*

- One day in-store product demonstration
- Logo Featured on the Weekend of Fire website
- 4 Vendor Badges
- 8 complimentary tickets

Silver Sponsorship: \$750.00

- Standard booth package
- In-store show special with shelf tag

Gold Sponsorship: \$1000.00

- Standard booth package
- One ad in our weekly circular
- A presentation time at our in-show events

**Must provide high resolution (300 dots per inch or higher) logo artwork, Adobe Illustrator file, or a high quality Adobe PDF (by 6 weeks before the show to be included in promotions).*

Electrical Service Order Form:

See guide below to determine usage. Service will be brought to the rear of the booth. Only OEC related UL rated extension cords and power strips are acceptable. Pricing is subject to change.

Single Phase 120 volts	Qty:	Total:
1-500 watts= 5 amps	_____ \$15.00	\$ _____
501-1000 watts= 10 amps	_____ \$20.00	\$ _____
1001-1500 watts= 15 amps	_____ \$25.00	\$ _____
1501-2000 watts= 20 amps	_____ \$30.00	\$ _____

Lunches - \$10.00/each:

Free beverages will be available all day in vendor meeting space. Please make your choices below.

Lunch menu will be coming soon.

T-shirt, \$10.00/each:

Get a jump on the excitement by arriving at the show with the commemorative T-shirt. Please specify your size and quantity below. Pick up your shirt at Vendor Check-In.

Size:	Qty:	Size:	Qty:	Size:	Qty:
Small	_____	X-Large	_____	3X	_____
Medium	_____	2X	_____	4X	_____
Large	_____				



T-SHIRT TOTAL: \$ _____

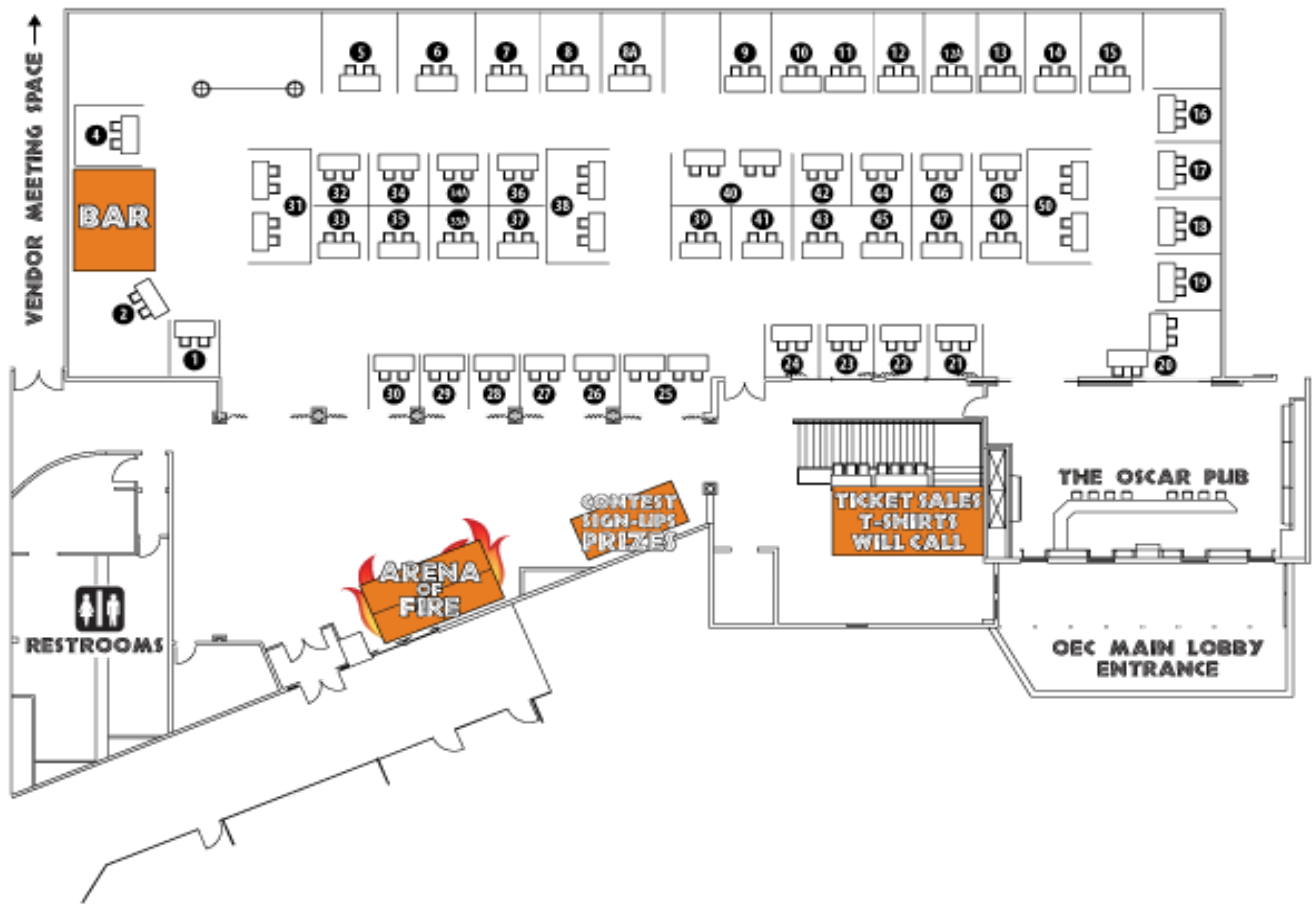
Booth Selection Request Form

First Choice: _____ Second Choice: _____ Third Choice: _____ Fourth Choice: _____

To view most current booth availability visit junglejims.com/weekendoffire or call Dianna Hood at 513.674.6055.

Booth choice will be honored upon receipt of booth reservation payment. Limit of two manufacturers per booth.

Corporate, cashier's check or money order acceptable by mail, or call Dianna Hood (513.674.6055) with credit card payment (MasterCard, Visa, American Express, Discover). Please respond by **June 11, 2017**. Cancellations after **July 9, 2017** are non-refundable.



GRAND TOTAL (BOOTH, ADD. ITEMS, ELECTRIC, LUNCH & SHIRTS): \$ _____

Sponsor A Contest!



What You Get!

- Contest on website (under Arena of Fire)
- Facebook Mention (Fairfield, Eastgate, & Junglefests Page)
- Microphone Time
- Arena of Fire Signage
- Official contest sponsor sign at your booth
- Press Release Mention
- Booth included in social media giveaways

Contest Information

- Contests are limited and Jungle Jim's has the final say
 - Kids contests are welcome but are limited
 - Contests consists of a maximum of 20 people
 - Contests lasts about 5-10 minutes
 - Vendor is responsible for providing product and prizes (1st, 2nd and 3rd)
- Signing up does not guarantee you a contest, it must be reviewed and approved by Jungle Jim's staff
 - Must provide a vector/high resolution version of your logo (for signage, ads, etc)

WOFi Awards

Attendees will vote for you!

Submit your products below (2 per vendor, per category) for a chance to win a WOFi (the coveted Weekend of Fire Best in Show Award) GOOD LUCK!

Be specific and spell correctly. This is how your item will be listed on the ballot.
No entries or changes will be accepted after September 28, 2017

Category - Hot Sauce

COMPANY NAME	PRODUCT NAME
1. _____	_____
2. _____	_____

Category - Salsa

COMPANY NAME	PRODUCT NAME
1. _____	_____
2. _____	_____

Category - BBQ Sauce

COMPANY NAME	PRODUCT NAME
1. _____	_____
2. _____	_____

Category - Hot Specialty

COMPANY NAME	PRODUCT NAME
1. _____	_____
2. _____	_____

Tell Us a Little About Yourself and Your Company

1. When did you get started? _____

2. What was your inspiration/ motivation to get in the business?

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3. What awards have you won in the past 5 years?

Date: _____ Award: _____

Date: _____ Award: _____

Date: _____ Award: _____

Date: _____ Award: _____

4. What is your website? _____

5. What is your facebook? _____

6. Is there anything you would like to tell us about yourself?

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By signing below you are authorizing Jungle Jim's International Market to use and publish any of the information below to assist in promoting the festival or to increase education and awareness regarding the festival and the participants.

Signature

Date

****Our intent is to use this information for promotions. We will not guarantee that any or all of this will be used.**

General Rules

1. All vendors must follow the rules and regulations listed:
2. Vendor booths must be attended at all times.
3. Smoking is strictly prohibited at all times in all public places in the State of Ohio.
4. All utility service requests must be received as soon as possible
5. No signage/posting is allowed other than in your booth. Vendors will not glue, tape, tack, nail or in any way affix items to any other interior or exterior surface of Jungle Jim's property.
6. Glitter, streamers/adhesive backed (stick on) and decals are strictly prohibited and may not be distributed or used for any purpose.
7. No outside food, beverage or alcohol is allowed other than vendor samples meeting the requirements of these Rules & Regulations.
8. Do not throw boxes or trash generated during show hours into the aisles. Aisle ways, exit ways and exits must be kept clear of any trash or debris at all times.
9. All decorations and items within the vendor booth must be fire retardant and meet all requirements of the local Fire Codes.
10. No equipment, booth(s), signs, displays or other items will be allowed to block or obstruct any emergency phones, alarms, sprinkler heads, sprinkler connections/valves or hose connections.
11. No sternos or open flame lighting devices may be used.
12. No oils, combustibles or any liquids other than water may be poured in the OEC drainage or sewer system. Do NOT use restrooms for equipment clean-up.
13. Electric cooking apparatus. Vendors demonstrating or using a cooking apparatus must have at least one 2A10BC fire extinguisher in the booth at all times. Vendors may not use any apparatus producing grease-laden vapors (deep fat fryer, deep fryer, frying pans, etc.). Cooking apparatus' must be isolated from spectators by at least four (4) feet or by a barrier between the apparatus and the spectators. Apparatus must be placed on protective OEC floor mats to protect the carpet. Vendor agrees to pay a clean-up fee or carpet replacement fee for any spills or damage to carpet.
14. All carpets will be covered by mats where cooking is being conducted. These mats are available at a \$10 fee and must be ordered in advance. Vendors will not remove the mats.
15. Loading docks are for loading and unloading only. Vehicles must move to designated parking lot immediately after unloading. All vehicles left in the loading area will be towed at the owner's expense. Loading and unloading must be done through the designated RECEIVING DOORS. No vehicle parking is permitted. Material which may require use of any carrier with wheels must go through the designated loading RECEIVING DOORS area.

Passenger elevators are designed for passenger use and not intended to carry heavy weights and may not be used to carry freight of any kind.

16. We will accept freight shipments and packages for Vendors. Freight must be consigned through your private source. Vendors MUST use Fest shipping label (attached) to identify show freight and any packages shipped in advance. Storage and fork lift handling is also available. Please see Shipping Request Form for rates. PP and Jungle Jim's is not responsible for loss or damage to any items shipped or stored.

17. We have a minimum number of flatbeds, floor jacks and carts available for Vendor use.

18. No items may be thrown from booth(s) at any time.

19. Helium filled balloons are allowed only as part of a display and must be securely fastened to the booth. Balloons may not be given out and must be used for décor purposes only. Compressed gas/helium cylinders used to inflate balloons must be properly secured to prevent toppling, tipping, etc. during all event hours. These cylinder(s) must be removed during non-show hours.

20. All live animals are prohibited with the exception of guide and service animals.

21. Jungle Jim's is not responsible for lost or stolen items. Vendors should not leave valuable or personal items (laptops, purses, cameras, briefcases, etc.) on tabletops, behind booth drapes or in any unsecured areas. Please remove all such items from the show floor at the close of the show each day. During tear-down, do not leave your booth unattended until all of your display materials have been packed and crated.

Non-Product Food Items

For those not subject to a Process Authority Review:

1. A copy of the Processor's permit/license.
2. An actual copy of the latest inspection by the health agency.
3. Vendors must follow the State of Ohio Health Code Regulations and best practices for food handling and preparation, including without limitation the following practices:
 - a. Pre-cooked meats should be used.
 - b. Product labels must be correct.
 - c. No bare hand contact with ready to-eat-foods will be allowed. Gloves are required.
 - d. Food contact surfaces must be smooth and easily cleanable.
 - e. All booths must have sanitizing solutions or sanitizing wipes for sanitizing surfaces and hand cleaning/sanitizing.
 - f. Serving containers must be clean and sanitary.
4. Vendors must have documentation stating all products transported have been maintained in a safe manner. This information must be available to health inspectors. This can be accomplished by providing temperature logs showing temperatures at departures, arrival and during the event.
5. Vendors must have proper holding temperatures for hot and cold food. Food and meats must be kept in separate coolers, raw and cooked

meat as well as different species of meats must be kept separate. Foods labeled, Keep Refrigerated After Opening, must be maintained at a temperature of 41 degrees F or below at all times either through adequate use of ice or refrigeration.

6. Vendors must have accurate, calibrated thermometers to ensure correct product temperatures at all times, whether in storage or while on display.

Vendor Self-Containment

There are no facilities for cleaning up and cold storage at The Oscar Event Center (OEC). Vendors who intend to serve food samples must provide their own electric cooking apparatus (no open flames allowed); all tools, serving pieces, supplies for sampling and adequate clean-up materials. OEC has no dishwasher for the last hour of each show day. Please bring your dirty dishes to the dish tank. It is your responsibility to retrieve your items. Please do not dispose of leftover ice and food items.

Vendor Show Supplies

You may purchase cooking ingredients and supplies at retail prices inside Jungle Jim's International Market.