

July 2025

Dear Vendor:

You are invited to participate as a vendor and/or advertiser at the 2025 Buckeye Alpaca Fall Fest. The show will be held November 1-2, 2025, at the Arena Complex, Summit County Fairgrounds in Tallmadge, Ohio.

All activities of the Buckeye Alpaca Fall Fest will be conveniently held within the Arena Complex at the Summit County Fairgrounds, a heated, spacious building with concrete floors. We anticipate that the building will be completely filled. There is plenty of parking and a large overhang on the east side of the building where you can unload/load.

Important facts at a glance:

- The vendor spaces will be located on the mezzanine level.
- Each vendor space is 10'x12'
- \$225 per space which includes electricity; \$8 per 8' table, \$3 per folding chair.
- Spaces filled on a first come, first served basis. You may rent more than one space, pending availability.
- Vendor sponsorships available: See Important Information sheet for details.

You may use signs or back drops of any reasonable height. All your items must remain within your space. It is prohibited to hang or mount anything on the walls or ceiling. Multiple space discounts are not available.

Advertising is available both in our professionally produced show book and by purchasing vendor sponsorships. Donating to our silent auction will give you additional exposure. Please direct your advertising requests to Mary Reed, 9601 Kinsman Rd., Novelty, OH 44072; phone 216-387-3509 or email sunnimoor@roadrunner.com.

Timing: You may unload your merchandise in your vendor booth on Thursday, October 30th, after 1:00 PM and begin setting up Friday, October 31st at 8:00 AM and must finish set up by Saturday 8:00 AM. The Buckeye Alpaca Fall Fest will end Sunday at 3:00 PM. All vendors are to vacate no later than 4 hours after the show has ended or by 7:00 p.m., whichever occurs first.

For your convenience, a contract is attached for you to sign and mail to me with your payment. We must receive your signed contract with full payment by October 7, 2025, in order to reserve space for you. Please keep in mind that space is limited. We anticipate a sell out of vendor space and animal stalls. Do not hesitate to send in your contract. The event managers have the right to refuse or reject a vendor's registration form.

Questions and/or contracts should be directed to Mary Reed at sunnimoor@roadrunner.com or call 216-387-3509. I will be happy to provide you with directions or further information.

VENDOR REGISTRATION FORM
BUCKEYE ALPACA FALL FEST – NOVEMBER 1 & 2, 2025

Company Name: _____

Attendee Name(s): _____

(For name badges) _____

Company Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Fax: _____

Email: _____ Vendor's License Number: _____

10' x 12' Booth (list number of booths needed) _____ x \$225 = _____

8' Table _____ x \$8 = _____

Folding Chair _____ x \$3 = _____

Color Advertising – sizes available: _____ = _____

Inside Back Cover (8½" · 11") .\$.500

Full Page (8½" · 11")\$250

Half Page (8" · 5")\$125

Business Card\$ 75

Or Vendor Grand Sponsorship: 2 booths, Marketing package for \$900: _____ = _____

TOTAL AMOUNT ENCLOSED: _____

I would like to donate an item to the Silent Auction. _____

All vendors are to be loaded and off the premises within 4 hours after the last class has been completed or 7:00 p.m. on Sunday, November 2nd, whichever comes first.

Payment Must Accompany This Application – Registration deadline October 7, 2025

Remittance is to be made payable to Buckeye Alpaca Show and mailed to:

Mary Reed

9601 Kinsman Rd., Novelty, OH 44072

216-387-3509 phone

sunnimoor@roadrunner.com

Signature: _____ Date: _____