FOOD VENDOR APPLICATION

HERITAGE FESTIVAL 2025
Celebrating Our Unique Heritage Together
PARADE • ACTIVITIES • FOOD • ENTERTAINMENT

CITY OF MASON OHIO
more than you imagine.

HERITAGE FESTIVAL • MASON, OHIO

September 20, 2025 • 4:00 p.m. - 10:00 p.m. • Mason Downtown Plaza

Please send completed application: **Attention Vendor Application** to the City of Mason via email at **heritagefestival@masonoh.org** by **September 8, 2025**, for participation consideration.

Vendor Name | Phone | Email

Business / Organization Name | Primary Contact Name

Address | City | State | Zip Code

Website

Additional Contacts (Name and Phone)

*** Please note that completed applications do not guarantee approval. All applications will be reviewed by the City of Mason for vendor approval. If application is approved payment and the following item(s) will be required prior to the event:**

- **Certificate of Insurance** naming the City of Mason as additionally insured
- Copy of **State of Ohio Food Service License**

Food Vendor Rate: $100

To ensure alignment with community priorities, vendor applications will be reviewed and accepted based on the following criteria:

1. Businesses that are Mason-owned or Mason-operated
2. Efforts to limit duplicate vendor types
3. Order of application submission

Please note: For prioritization purposes, vendors located within Mason city limits will generally be considered Mason-operated. If your business is located outside of Mason but is owned by a Mason resident, you may still qualify for priority consideration.

To help us make this decision, please respond to the following:

Is the business physically located within Mason? Yes ☐ No ☐

Is the business owned by a Mason resident? Yes ☐ No ☐

If yes, please provide the owner's Mason address and a brief description of ownership:

Brief description of ownership

Address | City | State | Zip Code

** Supporting documentation may be requested for verification*

FOOD VENDOR SETUP INFORMATION

To ensure adequate vendor placement, the City of Mason must have detailed information regarding your needs. **Please describe the dimensions of the area you will require:**

** Generators should be your energy source and must be attached to your truck.*

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FOOD VENDOR SETUP INFORMATION (CONTINUED)

Truck or Trailer Dimensions:

Length: _____ Width: _____ Height: _____ (Very important to guarantee spacing)

Do you have any special set-up needs?
Include additional sheets of paper if needed. (Example: Area behind booth space for a deep fryer, etc.)

Describe the food offered and the menu that you plan for this event:

All vendors must submit a certificate of General Liability insurance with a minimum liability of **$1,000,000.00**, naming the City of Mason as additionally insured as outlined below.

The certificate holder needs to be **City of Mason 6000 Mason Montgomery Rd Mason, OH 45040**.

Please see the language below that needs to appear on the certificate:

"The following are Additional Insureds: The City of Mason, Ohio, its elected and appointed officials, all employees, agents, volunteers, all boards, commissions and/or authorities and board members, including employees, agents and volunteers thereof. Coverage shall be primary to the Additional Insureds and not contributing with any other insurance or similar protection available to the Additional Insureds whether other available coverage be primary, contributing, or excess."

CITY OF MASON LIABILITY RELEASE AND INDEMNITY (HOLD HARMLESS) AGREEMENT

The _____ (Name of Organization) shall indemnify, hold harmless and defend the City of Mason, Ohio, its elected and appointed officials, all employees, agents, all boards, commissions and all volunteers against any and all liability, loss, costs, damages, expenses, claims or actions including any attorney fees, which the City of Mason, its officers, employees, agents, all boards, commissions and volunteers may incur or be required to pay arising out of or by any act or omission on the part of my organization while conducting business at the 2025 Heritage Festival, or while I am engaged in other event activities. I understand that the City of Mason is NOT liable or responsible for my organization in any way of injuries sustained, damages incurred or accidents occurring to my organization or its patrons during the 2025 Heritage Festival.

I, _____ (Authorized Representative) am at least eighteen (18) years of age and I have read and understand the preceding statement, the City of Mason from any and all liability related to my organization's participation and/or involvement in the 2025 Heritage Festival.

_____
Authorized Representative's Name (Please Print)

_____ _____
Authorized Representative's Signature Date