

VINTON COUNTY

104 W. Main St. · P.O. Box 307 · McArthur, OH 45651
Phone: 740.596.5033 Email: marketingdirector@vintoncounty.com

August 7, 2017

Dear Vendor:

You are invited to participate in the Second Annual Midnight at Moonville event, taking place in Vinton County's haunted Moonville Tunnel.

Organized by the Vinton County Convention & Visitors Bureau and the Moonville Rail Trail Association, Midnight at Moonville will take place on October 21, 2017 from noon to midnight. Set inside the infamous haunted Moonville Tunnel, this Halloween-themed event will include local craft vendors, regional cuisine, acoustic music performances, historical presentations, dramatic storytelling, a haunted trail, and a demonstration of paranormal investigation techniques by respected research groups.

Midnight at Moonville takes place the same day as Lake Hope State Park's Annual Fall Hike. The park's lodging facilities will be full that weekend, and thousands of visitors from across the state are expected to be in attendance. The target audience includes fans of the paranormal, history buffs, and children. Vendors should bear in mind that visitors will be looking for souvenirs to take home. Any merchandise with the name "Moonville" will sell. Upon request, the CVB can provide vendors with high resolution artwork of the tunnel and a generic logo to make custom merchandise.

Last year's event was a success, but we were overwhelmed by the unexpected number of people who showed up. Attendance was estimated by the Ohio State Patrol at between 3,500 and 4,500 people! Unfortunately, not everyone was able to make it to the tunnel where vendors were set up. This year, we are planning to have more transportation, a longer event, two vending areas, and more haunted attractions. More details are available at www.midnightatmoonville.com.

Visitor parking will be in a large field on Shea Road that can accommodate up to 1,800 vehicles. Nearby, an area called the Double-Cut will have vendors and serve as a shuttle pick-up point to ferry visitors to Moonville Tunnel, where additional vendors and activities will be located. Shea Road will be closed to traffic and deputies from the Vinton County Sheriff's Office will be on hand. Vendors will be able to drive to their booth areas for set-up, and park along the rail trail.

A vendor contract is enclosed, along with a map showing where the vendor areas will be located. All vendors will receive a confirmation letter and detailed instructions upon receipt of your contracts. Please contact my office at 740-596-5033 if you have any questions.

Sincerely,



Caleb Appleman
Vinton County Marketing Director



2017 VENDOR CONTRACT

1. All vendor spaces are outside. You must bring your own tables, chairs, and tent canopy, if desired.
2. All spaces are approximately 10' by 15' in dimension, but there will be plenty of space to stretch out along the rail trail. There are two vendor areas: the Double-Cut near the parking area where shuttles will pick up visitors (\$20) and Moonville Tunnel (\$40). Verified nonprofit organizations may set up for free.
3. Because of the event's remote location, no electricity is available. Batteries and solar power are allowed. Generators are also allowed, but vendors with generators will be placed away from activities to reduce noise. Vendors must supply their own generators and extension cords.
4. Vendors will set up their booths in sections on the morning of Saturday, October 21. Vehicles may be driven to the site for set up, but must be parked at a designated vendor parking area along the rail trail. Event staff with ATVs will be available to help. Further instructions will be provided with your confirmation letter.
5. The event officially begins at 12:00 noon and will run to midnight. Vendors will be required to stay until the event ends. Vendors who leave before the event ends may not be asked to return for future events.
6. Please clean up any litter in your vendor space before leaving. Trash receptacles will be provided.
7. Unique, handcrafted goods and "Moonville Tunnel" souvenirs are encouraged, but not required. Prohibited items include spray paint, invisible ink, and silly string. The event hosts reserve the right to ask vendors to stop selling anything that is not permitted or that is deemed offensive.
8. The event hosts reserve the right to reject any contracts for any reason. Any violations of your contract during this year's event may disqualify you from participating at future events.
9. All contracts must be received and paid in full by October 6, 2017. There will be a \$15 extra charge applied to reservations made after this date. No refunds, no exceptions.
10. Make checks or money orders payable to **Vinton County CVB**. A fee will be charged for bad checks. Mail contracts with payment to:

Vinton County CVB
P.O. Box 307
McArthur, OH 45651

Name: _____ Phone #: _____

Email: _____ Website: _____

Address: _____

Description of your goods/services: _____

Vendor area: Double-Cut (\$20) Tunnel (\$40) Electricity: None Battery Solar Generator