



Thank you for being a part of the 55th Ohio Sauerkraut Festival!

Saturday, October 11, 2025

9:00 am—8:00 pm

Sunday, October 12, 2025

9:00 am—6:00 pm

We have simplified our vendor packets for you this year, but please read over the vendor information, vendor parking, additional reminders, etc. online at [Sauerkraut Festival - Waynesville, Ohio - Vendor Information](#) as soon as you can.

Your booth and parking cards will be mailed at the end of August along with your arrival time and access route map. Different booths will arrive at different times, so make sure you double check before you leave home.

We look forward to a great year and hope that it is a successful weekend for you!

Suz Beckett
Ohio Sauerkraut Festival
Waynesville Chamber of Commerce
513-897-8855
office@waynesvilleohio.com



VENDOR CHECKLIST

Please make sure you read through the documents below as soon as you can:

- ✓ Regarding your crafts
- ✓ Helpful information
- ✓ Vendor Parking
- ✓ Access Routes Map
- ✓ Anchoring and Weather

You will receive the following in the mail in late August:

- ✓ Booth Number, Access Route, Set Up Times
- ✓ Parking Access Tag (must be hung from your rearview mirror)
- ✓ Booth Vendor Card with three zip ties (to be displayed on the front of your tent)

We receive many calls after the festival asking for help in locating vendors for additional orders. It is recommended that you have business cards ready for your customers with your contact information.

The Chamber Office is located at 174 South Main Street by Village Family Restaurant. If you have any questions or concerns, please contact us at office@waynesvilleohio.com or 513-897-8855, prior to the festival.

REGARDING YOUR CRAFTS

Please remember the following as you prepare for the Ohio Sauerkraut Festival:

- All items must be hand crafted by you. Any manufactured portion of your handmade craft must be kept to an absolute minimum. To maintain a quality festival, our OSF jury team will be judging your booth to determine if your craft meets the festival guidelines. If the jury team has any questions regarding your booth, they will come back to your booth before the festival ends. There is no need to contact the Chamber.
- Booths will be checked for those items that were juried by your pictures on file in our office. Please leave all non-juried items at home. If you wish to add other items to your booth next year, please send proof of process pictures, finished product pictures along with a letter requesting approval for the additional items by the jury committee.
- If all items are approved, the jury team will give you an application for next year's festival. Please sign up during the festival weekend to receive a \$25 discount on a single booth. (There are no discounts for corners, doubles or prepackaged food booths.) If you wait until after the festival to register, we will not guarantee your booth space, and you will not receive the festival weekend discount. Please fill out your application clearly and completely.
- Applications and fees are to be taken to the Chamber Office located at 174 South Main Street. Do not give money or contracts to any staff members on the street.
- A cover sheet with next year's application will let you know how much you will owe depending on what type of booth you have. This is where you can request any booth changes. Please note, we have limited corner and double booths available and there is always a waiting list.
- A comment sheet will also be handed out by the jury team. Please take the time to fill this out and hand it in to the Chamber Office. The OSF committee reviews all comment sheets, and they help us plan for future festivals.
- The guidelines set by this year's jury team assure a fair festival for all. If you would like to visit us next year, we ask that you follow these guidelines. Thank you in advance for your cooperation! See you in October!

The Ohio Sauerkraut Festival Jury Team

Revised 08/2025

HELPFUL INFORMATION

BOOTH SET UP:

- Craft booth set-up times vary, please follow your route number and time in your mailed packet to enter the festival. Set-up is Friday, October 10th.
- Your car tag has been mailed with your booth number and must be prominently displayed on the rearview mirror of the vendor's vehicle. This will help identify your vehicle for entering the festival and in case of an emergency. For security reasons, you will not be allowed to enter the festival area without your booth tag in your car window.
- To unload or load, always park on the east side of Main Street in order to keep the west side open for movement of vehicles. Do not park in someone else's booth space while loading or unloading. Vehicles should be unloaded completely (within 30 minutes) and moved to accommodate other vendors. Please follow your street ambassador's instructions. (All staff are in lime green shirts with STAFF on the back.)
- Booth numbers are located directly on the street curb. There are lines on the curbs that will help you identify where your booth is to be placed. Your tent should be placed between these two lines.
- Your tent is to be set up on the actual street and you will back your tent up to the curb. Please do not set any items on the sidewalks as they must remain clear due to fire code and for the safety of you and our visitors.
- The Waynesville Merchants have businesses, so please be respectful of our shop owners as well as homeowners throughout the Village. Please do not put any of your merchandise on any private property.

PARKING:

- Vendor parking is on your own and is available in certain areas at your own expense and risk. See the enclosed map for those locations. An additional sheet is also included in this packet listing the names and phone numbers of those individuals and businesses for reservations. Private parking is available at various locations surrounding the festival but is not operated by, sanctioned by, or recommended by the Waynesville Area Chamber of Commerce or the Ohio Sauerkraut Festival.
- Shuttle bus parking is also provided by the Waynesville Athletic Boosters at the Wayne Local High School on Dayton Road. This is a free shuttle from the school to the intersection of North and Third Streets, one block north of the festival stage.

INSURANCE:

- All craft vendors are required to carry \$1,000,000 liability insurance. A certificate of insurance must be sent to the Chamber Office before September 1st from your own policy or through a company such as ACT Insurance at www.actinsurance.com. The certificate can be emailed to office@waynesvilleohio.com.

OPERATIONAL GUIDELINES:

- All vendors must display their booth number card on the front right-hand side of their booth. This is mandatory to be juried for next year's show as well as helping emergency services find you. Your booth number card has been mailed to you.
- All merchandise must remain within the rented booth space; merchandise must be kept off the sidewalks to conform with fire regulations. All materials that do not fit into your booth must be removed from the festival area. Exhibitors who repeatedly violate this regulation will be asked to leave the festival. Sidewalks must always remain free and clear for pedestrian traffic.
- Please be respectful of other vendors and festival volunteers. Rude behavior is prohibited and may result in removal from the festival.
- Use of alcoholic beverages by people working in a booth is prohibited. If this policy is violated, the booth will be immediately shut down for the duration of the festival.
- No radios or other music are allowed. This can interfere with announcements and other surrounding vendors.
- No dogs are allowed within the festival boundaries, on the streets or in booths.
- Sales tax in Warren County is 6.75%. Call 800-282-1780 for sales tax information.
- LCNB bank (look for the clock tower) is located at the corner of Main and North Streets by the entertainment stage. The bank will be closed during the festival, but an ATM is located on the upper drive through lane on the west side of the bank.
- We do not offer coupons in any publication with a discount or percentage off for any of our craft or food vendors. Coupons can easily be printed on any computer, so please be careful and do not be misled by anyone.

BOOTH INSPECTIONS:

- All booths will be inspected by the Wayne Township Fire Department.
- Irwin Fire Company will be available in the stage area at Main and North Streets on Saturday morning for fire extinguisher inspections. The annual service inspection is \$10, with an additional fee if the unit needs a charge.
- No craft vendor may borrow or use any merchant's electricity.
- Warren County Health Department will be inspecting all pre-packaged food booths on Saturday morning.

BOOTH TEAR DOWN:

- At the close of the festival, no motorized vehicles will be allowed in the festival area until the street has been opened for traffic by the Police Chief and the Festival Committee. All traffic flows south only.
- All trash must be bagged and taken to the nearest dumpster before leaving the festival area. Any booth that leaves trash or spills (grease, etc.) of any kind will be charged a

clean-up fee. Fees will be assessed according to time taken to clean, and local and state guidelines.

- When disposing of boxes, please use the dumpsters provided around the festival, not the totes in the streets. At the close of the festival on Saturday and Sunday evenings, all booth exhibitors must bag their trash and take it to the nearest dumpster.
- All booth space areas must be left clean and in the same condition as when the festival started.

GENERAL:

- Please review your application for general policies regarding the festival as well as rules and regulations about items you can sell, electric and safety.
- Every member of the Ohio Sauerkraut Festival committee volunteers their time, and they give many hours of service. If any vendor attempts to disrespect the office or any committee member, you may be asked to leave the festival and not be allowed to return.
- The Ohio Sauerkraut Festival shall be held within the physical boundaries lying inside South Main Street at State Route 73, and North Main Street at Franklin Road; Marvin Lane, and the first alley west of Main Street, said alley being situated between Main Street and Third Street, and including the front yard of Waynesville United Methodist Church. The area designated herein by the special event permit issued by the Village of Waynesville shall be under the control of the Waynesville Area Chamber of Commerce for the period of the festival.
- The Waynesville Area Chamber of Commerce shall have full authority to regulate, control, monitor and enforce what types of businesses, goods, and/or services may be merchandised within the designated festival area during the term of the permit through such legal means as it may deem best.

VENDOR PARKING

Ohio Sauerkraut Festival
October 11 and 12, 2025

<u>LOCATION</u>	<u>CONTACT</u>	<u>CALL FOR PRICING</u>
A Dominos	Nick Metro	937-608-8260
B Subway		513-709-8544
C Stone House Tavern	Mike	513-855-4203
D South Main Street (West side)	Chad Combs	513-897-0117
E 243 High Street (West side)	Kevin McNeeley	513-292-2092
F 168 High Street (East side)	Helen Stemley	937-207-5805
G Epic Dance Studio	Rhenee	937-623-6236
H Hometown Marketplace	Josh Roeser	513-331-2270
J Prickett's Barbershop	Jim Prickett	513-897-6098
K Waynesville Wash & Dry	Steve Morris	937-416-4172
L United Methodist Church	Michael McLaughlin	513-897-5771
M 57 North State Route 42	Andy Suittor	937-313-2670
N Stubbs Conner Funeral Home	Katie or Brad	513-897-5966
O 274 Church Street	Amy Coffman	937-522-1884
P St. Mary's Episcopal Church	Roger Butler	937-838-0078

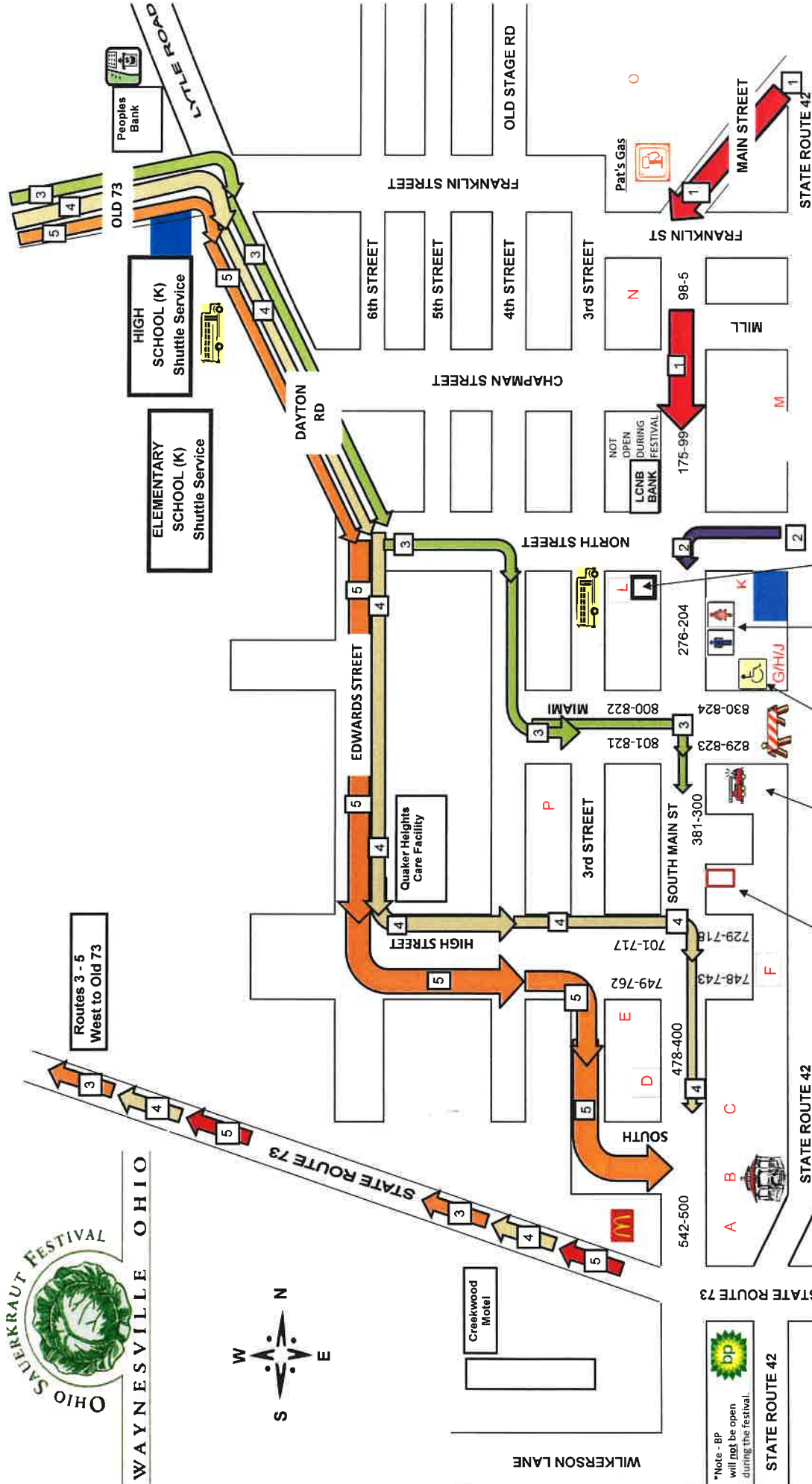
(Red letters above correspond with red letters on route map to see parking locations)

NOTE: Parking is between you and the person you make arrangements with. You do not have to park in Waynesville, these are suggestions only. Parking is limited and our Police Department work the entire weekend. Please do not get towed or ticketed. Some of these listings are businesses so you might have to leave a message for a return call.

SHUTTLE AND GUEST PARKING ONLY: Bus shuttle from Waynesville Local Schools

659 Dayton Road Jamie Manley 937-684-7577

Anna Garafolo 937-901-4661



- 1 **FRIDAY:** Street entrances to the Main Street festival area are marked 1, 2, 3, 4 and 5 (3-5 share the same point of entry). You must enter only at the point designated on your booth exhibitor information sheet. You will be entering on the street just north of your space. All Main Street traffic must flow south.
- 2 **LOADING/UNLOADING:** Main Street vendors will park on the east side of the street, please keep the west side open for movement of vehicles. Vendors on Miami and High Streets will follow directions from Ambassadors as to loading and unloading. Unload your items, park your vehicle, then return to your booth to set up.
- 3 All Street Ambassadors will be on Main Street to assist you in finding your space.
- 4 If for any reason you cannot find assistance, please visit the Chamber Office at 174 South Main Street, or call the Chamber at 513-897-8855
- 5 **PARKING:** Most Vendor lots (A - P) will take prior parking reservations. See the Vendor Parking list for contact names and phone numbers. Check with the parking lot contact to see if you will be able to move your car after it has been parked. Some parking lots do not allow for cars to leave once you are parked, until after the festival weekend is over.
- 6 **SUNDAY:** Please be patient, we will move vendors out as quickly as possible. All booths must be off the street by 9:00 pm.

ANCHORING AND WEATHER

- The Ohio Sauerkraut Festival committee along with the Warren County Building Department have determined that all booths must be secured with sufficient weight to prevent uplift of the structure due to wind conditions.
- You, the booth operator, are responsible for providing the recommended weight or anchoring device as recommended by your tent or booth manufacturer. All anchoring shall be done with weights and under no circumstance shall anything be anchored into the road surface. If this is found during inspection, you could be asked to leave the festival and pay for any damage caused to such surface.
- The festival committee is **requiring** a minimum of 15 lbs. of weights be on each upright or pole; however, we recommend you use a 40 lb. weight on each if possible as this seems to be the most appropriate weight in most weather conditions.
- Please do not bungee cord to the tent next to you.
- We will monitor the weather and wind speeds that may require you to do one of the following:
 - a. Remove your canopy top to prevent uplift.
 - b. Secure your tent by enclosing all four sides to keep wind from getting under your tent top.
 - c. Shelter in place by doing (a) and/or (b) above and holding onto your tent as the weather front (gusty wind condition) passes.
 - d. Remove yourself from the festival grounds.
- Our goal is the safety of the people and your merchandise. If the weather warrants, we will shut the festival down. As in past years, we will make every attempt to keep the festival open, but if we see conditions that warrant a “shut down” we will try to make the call far enough in advance to allow vendors to secure their merchandise and remove themselves from the festival area.
- For your safety, please follow the directions of the Ohio Sauerkraut Festival Staff when given directions or orders.
- Thank you and have a great festival weekend!