



October 2nd- Oct 4th, 2025

11:00 AM – 11:00 PM

Arts & Crafts Booth Rules & Procedures

Booth Fee

10'x 10': \$75.00

10'x 15': \$105.00

10'x 20': \$140.00

Additional space is \$35.00 per 5' increment.

Fees are to be paid through our online invoice system. Your booth (including trailer), displays, signage, etc. must all fit in the space requested.

Liability Insurance

For your protection: Seymour Oktoberfest, Inc. encourages all vendors to carry liability insurance during the festival. If you have coverage, we ask that you please submit a certificate of insurance with Seymour Oktoberfest, Inc. named as an additional insured. You can email this information to crafts@seymouroktoberfest.com

Safety Rules & Inspections

The Seymour Fire Department will check that your booth complies with the following requirements:

- Booths are outside, so structural integrity will be evaluated.
- We recommend having 30+lbs. for each leg of a canopy in case of wind.
- All booths are required to have a 5lb ABC fire extinguisher.
- The fire department will spray flammable decorations (e.g. straw bales) with a fire retardant spray.
- No propane gas tanks, electric or kerosene heaters are allowed.
- Each vendor is responsible for complying to health, fire and other applicable regulations.

Additional Requirements

- Vendors are not guaranteed to have the same spot as in previous years.
- You must list all items you intend to sell on your application.
- No weapon replicas or items resembling drug paraphernalia are allowed.
- No raffles, giveaways, or handouts are allowed without prior approval.
- No refunds for cancellations. Please notify us at crafts@seymouroktoberfest.com if you cannot use your space. Failure to do so will result in not being invited back.
- All booths **must** be decorated with an Oktoberfest/Bavarian theme. See our decorating contest below. (We have made this easy with the option of ordering decorations)
- Absolutely **no** items or equipment can be placed on the sidewalks.
- Vendors have the option of opening early at 10:00 AM on Thursday.

Opening & Closing Procedures

Opening Timeline:

- **Wednesday 7:00 AM:** Booth setup begins.
- **Thursday 9:00 AM:** Booth inspections begin, all vehicles must be removed from the festival area.
- **Thursday 10:00 AM:** Optional early opening.
- **Thursday 11:00 AM:** Festival begins.

A map will be sent to you detailing your booth locations. Volunteers will be on hand to assist you during setup. Please allow some space between the curb and the back of your booth.

Closing Timeline (Saturday night)

- Saturday 10:00 PM: You may begin packing items only.
- Saturday 10:30 PM: You may begin dismantling your booth. However, no vehicles will be allowed in the festival area.
- Saturday 11:00 PM: Festival closed.

Vehicles will not be allowed into the festival area until a board member gives the OK. The opening and closing of the festival are busy, confusing times. Please inform all individuals assisting with booth set-up and closing of these rules and procedures. Use patience and understanding often as we try to keep the area safe for our guests and vendors.

Electrical Procedures

- Electrical service to your booth is guaranteed by 10:00 PM Wednesday.
- All electrical systems will be subject to inspection by our electrician.
- Our electrician will be available to you for problems with privately owned equipment.
 - o \$35.00 per service call
 - o \$35.00 per hour after first hour

- One continuous cord shall run without splices or connectors from your booth to the electrical box and shall be #12/2 with ground. We suggest bringing the longest extension cord you can-so you are not left in a last-minute issue.
- All electrical lines shall be placed in gutters.
- Cords cannot be placed to go across sidewalks from one corner to the next.
- Special electrical requirements must be listed in your application and may be subject to additional fees.

Decoration Procedures:

All booths must be decorated with an Oktoberfest/Bavarian theme. Workers are encouraged to wear appropriate costumes.

Noon Lions will be selling German hats and shirts at the festival.

The best-decorated craft booth will receive a check for \$100 and a plaque.

The second-place winner will also receive a plaque.

In addition, a \$100 check and plaque will be awarded to the best-decorated **new** booth.

Vendor Meeting:

Vendor Information Meeting will be held on Thursday, September 18th, 2025 at 7:00 p.m. at the Seymour Community Center, 107-109 S. Chestnut Street. There will also be a Facebook Live option during this time ([FB Live](#)). All vendors are encouraged to attend in person or online. A representative from the Fire Department, Health Department, and Oktoberfest Electrician will be available to answer any questions or concerns.

We value your support in making our festival successful.

If you have any questions, please do not hesitate to contact us at crafts@seymouroktoberfest.com

Thank you for your participation, and we will see everyone soon!

Myka Joray

Arts and Crafts Chairmen

Seymour Oktoberfest

Prost!