



**City of Mentor Parks, Recreation & Public Facilities**  
8500 Civic Center Blvd., Mentor, Ohio 44060 (440) 974-5720  
[www.cityofmentor.com/play/cityfest](http://www.cityofmentor.com/play/cityfest)

## Mentor CityFest - TWO Days, ONE Big Event!

Dear Vendor:

Planning for the 2018 Mentor CityFest is underway. The City of Mentor would like to extend to you an invitation to participate in this year's festival. Join us for this two-day event on August 24 & 25 and you'll find one of the biggest events in Northeast Ohio attracting more than 20,000 guests.

The festival features plenty of free live music and entertainment for all ages, plus dozens of engaging, family friendly-activities and giant inflatable's, business and non-profit vendors, amazing food, beer and wine gardens, the best parade in Lake County, fireworks and more. Festival hours are Friday, 4 p.m. - 11 p.m. and Saturday, 11 a.m. - 11 p.m.

We hope that your organization will participate in this year's event. We ask that you complete the application process as soon as possible to avoid missing out as spaces are limited. Please make checks payable to the City of Mentor. We also accept Visa and Mastercard. *No spaces will be held or reserved until full payment is received.*

### Food Vendors

Complete and submit, along with full payment, the Food Vendor Application, Liability Waiver, and Vendor Contract. Photos of your stand and set up are also required.

### Non-Food Vendors

Complete and submit, along with full payment, the Non-Food Vendor Application, Liability Waiver, and Vendor Contract.

All accepted vendors will receive a confirmation of their acceptance approximately one week after their application is received, followed by detailed information regarding set-up and a festival map the week of August 6.

This packet of forms along with other information can also be found at [www.MentorCityFest.com](http://www.MentorCityFest.com).

For additional information, please contact Maggie Kuyasa at [kuyasa@cityofmentor.com](mailto:kuyasa@cityofmentor.com) or (440) 974-5728.

Best regards,

Mentor CityFest Staff  
City of Mentor Parks, Recreation & Public Facilities

