



The Lakewood Community Festival Inc., with the support of the City of Lakewood, invites you to participate in the 38<sup>th</sup> Annual Lakewood Community Festival to be held at Madison Park on **Saturday, September 12, 2026 from 11:00 a.m. to 5:00 p.m.** This event will be held **rain or shine.**

This celebration of Lakewood's multi-faceted ethnic and cultural heritage provides many Lakewood and greater Cleveland churches, groups and community organizations an opportunity to promote themselves by serving nationality foods and displaying crafts and talents. The past participation of the numerous community organizations has created the feeling of a large, family picnic.

Booths will open at 11:00 a.m. There will be great food, vendors, live entertainment, games and more. There is something for all ages.

If you are interested in being a Community Festival participant, please fill out the enclosed application and **return it by Friday, August 14, 2026.** Your application must indicate what you plan to sell at the Festival. In order to avoid many organizations selling the same item, you must notify us immediately if your plans change. **Please note that giving away food or drinks is prohibited.** Menu selection and availability of electrical booth space are determined by early returns. **THE RIGHT TO SELL CARBONATED SOFT DRINKS (POP) AND BOTTLED WATER IS RESERVED SOLELY FOR THE LAKEWOOD COMMUNITY FESTIVAL INC.** This policy will be strictly enforced.

Please read the enclosed materials carefully and complete and return all necessary forms.

If you have any questions, please call (216) 529-6650.



## LAKEWOOD COMMUNITY FESTIVAL SATURDAY, SEPTEMBER 12, 2026 BOOTH INFORMATION

Please read all the enclosed information. Any questions, please email [lakewood.community.festival@gmail.com](mailto:lakewood.community.festival@gmail.com) or call (216) 529-6650.

**BOOTH SET-UP TIME:** You may begin set-up on Saturday morning at 8:00 a.m. All vehicles must be out of the festival area by 10:30 a.m.  
**Please note: You must unload and move your vehicle out of the festival area before setting up.**

**BOOTH HOURS:** 11:00 a.m. to 5:00 p.m. **Booths are to be staffed at all times, remaining open until 5:00 PM.**

- **The Community Festival will be held rain or shine.** There will be no refund of booth fees due to weather or for any other reason.
- Do NOT exceed 5 miles per hour while driving in the park area.
- All concessionaires using electricity must have grounded extension cords (3-pronged cords). Lakewood Community Festival, Inc will not supply these.
- **YOU MUST BRING YOUR OWN TABLES AND CHAIRS.**
- **THE SALE OF CARBONATED SOFT DRINKS (POP) AND BOTTLED WATER IS THE SOLE RIGHT OF LAKEWOOD COMMUNITY FESTIVAL, INC. THIS POLICY WILL BE STRICTLY ENFORCED.**
- **Food Truck Vendors** are required to obtain a Lakewood Food Truck License in order to vend in Lakewood. Detail regarding the license can be found here: <https://www.lakewoodoh.gov/accordions/food-trucks/>.
- Cost of any food or game is to be posted in a reasonable manner.
- Giving away of food or drinks is not permitted. This takes away from organizations that are trying to raise funds and will be strictly enforced.
- All game booth operators must supply their own prizes and games. Operators should consider the level of appropriateness of their prizes to the prospective ages of their participants.
- In case any situations occur during the course of the day that warrant action, members of the Lakewood Community Festival Board will intervene and do whatever is necessary to ensure the event runs smoothly. Decisions by Board Members are final.
- The Lakewood Community Festival, Inc. is committed to presenting an event of quality fun for the family, free of confusion or complication. Application to the festival does not guarantee acceptance to participate in the event.
- All trash and refuse must be bagged or boxed for pick up at the end of the festival.

*Completion of the accompanying application means that the applicant has read, understands and agrees to abide by the above conditions. The applicant agrees to hold harmless Lakewood Community Festival, Inc., and its officials and agents from and against any and all liabilities, claims, damages, action, causes of actions and attorney fees and court costs associated therewith, arising from injury during the subject festival to persons or property associated wholly or in part by some act of omission of the applicant or employee of the applicant.*

# Lakewood Community Festival Tent Space Application Saturday, September 12, 2026

ORGANIZATION: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

DAYTIME PHONE: \_\_\_\_\_ EVENING PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

If your organization has social media accounts, please provide their links below:

Facebook: \_\_\_\_\_ Twitter: \_\_\_\_\_ Instagram: \_\_\_\_\_

Description of your organization's plan (i.e. food sales-please specify what types of food you are planning to sell, service/product promotion, crafts, games, informational booth/table, activity, etc.) \_\_\_\_\_

---

---

---

**Classification of your organization: Please select the option that best describes your organization:**

Non-profit organization/Gov't Agency     Crafter/Artist     Political     Lakewood Business     Non-Lakewood Business

### Food Pavilion and Tent Space

We will have a limited number of single, 10 x 10 tent spaces in addition to one large tent that are available for space rental. The large tent can accommodate eight organizations with approximately 8 square feet. The pavilion area has been reserved for food vendors and will have electricity provided. **LCF WILL NOT SUPPLY TABLES, YOU MUST ARRANGE FOR THIS WITHIN YOUR ORGANIZATION.**

➤ Pavilion food vendors will be supplied with one (1) duplex 110 volt/25 amp outlet

**Please indicate your choice of space:**

Food Pavilion     LCF Tent Space     Our Organization will be bringing their own Tent/Food Truck

\_\_\_\_\_ What are the dimensions of your Tent/Food Truck  
Please note: A tent space at this event is a 10' x 10' space. If your dimensions are larger than this, you will need to pay for additional space.

**Please note** that there are only a limited number of pavilion and tent spaces and that your request will be granted on a **FIRST-COME FIRST-SERVE BASIS**. You will be notified of your status as soon as it has been determined. This is usually done by mid-August. If you intend to provide your own tent/food truck, please explain in comments section. Include size and any other details, etc. Mobile Food Vendors are required to obtain a Lakewood Mobile Food License in order to vend in Lakewood. Detail regarding the license can be found here: <https://www.lakewoodoh.gov/accordions/food-trucks/>.

**PLEASE CONTINUE ON OTHER SIDE**

**Pavilion/Tent Space Fee- Select your type or organization and fee below. Add \$20 in appropriate box if you want electricity and write total amount in box marked Total at the far right of the chart.**

Type of Organization	Basic Fee	Electricity –add \$20 in space below If you are not a food vendor, please indicate in the comments section what you will be using electricity for (i.e. TV, Computer etc.)	Total
<b>Non-profit/Gov't Agency</b>	<b>\$45</b>		
<b>Crafter/Artist</b>	<b>\$55</b>		
<b>Politician/Political Candidate/Political Group</b>	<b>\$75</b>		
<b>Lakewood Business</b>	<b>\$95</b>		
<b>Non-Lakewood Business</b>	<b>\$125</b>		

**Please check the following:**

Have you participated in the Lakewood Community Festival previously?  yes  no

Will you be grilling or barbecuing food?  yes  no

Comments:

---



---



---

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**FOOD VENDORS MUST ALSO COMPLETE THE FOLLOWING:**

1. Temporary food license application. A separate fee is required with this application.
2. A brief layout of your booth - include all foods to be served and any equipment you intend to bring such as appliances, coolers, etc.

*Completion of this application means that the applicant has read, understands and agrees to abide by the conditions listed on the Booth Information Sheet. The applicant agrees to hold harmless Lakewood Community Festival, Inc., and its officials and agents from and against any and all liabilities, claims, damages, action, causes of actions and attorney fees and court costs associated therewith, arising from injury during the subject festival to persons or property associated wholly or in part by some act of omission of the applicant or employee of the applicant.*

Submit this application **signed and dated**  
with a check or money order payable to the Lakewood Community Festival, Inc. to:

**Please note: We do not accept credit cards or ACH payments.**

**LAKWOOD COMMUNITY FESTIVAL  
14837 Detroit Ave #174  
LAKWOOD, OH 44107**

**FOR ASSISTANCE, PLEASE EMAIL [lakewood.community.festival@gmail.com](mailto:lakewood.community.festival@gmail.com) OR  
CALL (216) 529-6650.**

**PLEASE RETURN BY AUGUST 14, 2026**

Date: \_\_\_\_\_

Amount Received: \_\_\_\_\_