

Granby Charter Days 2019

Vendor Agreement and Application

Dates: June 14-16

Hours of Friday, June 14 5pm to 11pm - vendors must set up by 4pm

Operation: Saturday, June 15 8am to 11pm - vendors must set up by 11am

Sunday, June 16 9am to 5pm - vendors must set up by 11am

NO one may dismantle

Booths DURING event hours

Location: ***Please enter via Kendall Street Gate Only***

Dufresne Park Recreation Area, Route 202, Granby, MA 01033

Fee Schedule: Per day **\$35.00** for a 10'x10' site or additional space \$10 for 10' per day

For Non-Profit Organization:

Fundraising/Info (out of town) \$35.00 reservation deposit

Fundraising/ Community Service/Info (Granby Based) \$35.00 reservation deposit refunded at close of books

NO REFUNDS FOR CANCELLATIONS / NO SHOWS

Payment due by June 4th – Checks payable to Town of Granby

Vendor Site Requirements:

Vendors of two days or more, there will be a prepaid **\$5.00** charge for **each** parking pass **limit** of five **per** vendor. It will be good for the week-end. Each prepaid vendor will receive parking pass at Kendall St. gate entrance, Vendor will handle disbursing parking passes to their own workers after day one of their set up.

- All tables must be skirted and covered.
- Tent or canopy **required**. Must be fire retardant!
- All vendor spaces and display areas must be kept trash free.
- If electricity is requested and **approved**, VENDOR must provide heavy-duty extension cord and lighting fixtures.

Vendor set up: Friday before 4pm, late comers will not be allowed to drive to space for set-up
Saturday and Sunday before 11am, late comers will not be allowed to drive to space for set-up

Vehicles are not permitted to be driven on the event grounds during operating hours.

Security: Committee Staff is on site for the entire weekend but cannot guarantee the security of your display or contents. There is no need to dismantle your display each night. Displays should be covered and secured for overnight.

Dismantle Booths: NO one may dismantle their booth during event hours!!

Vehicles are not permitted to be driven on the event grounds during operating hours.

General Guidelines:

- SPECIAL NOTE TO NOVELTY VENDORS: **NO bomb bags, silly string or poppers.**
- All applications are subject to Charter Day Committee (CDC) acceptance and approval.
- Food and beverage services are contracted via public Request for Proposals. Applications for food or beverage items for on-site consumption cannot be honored and will be returned.
- All vendor fees will be paid in advance and are non-refundable.
- CDC reserves the right to limit the number of vendor spaces, as space permits.
- There is limited vendor access to electricity. Access will be granted on a first-come, first served basis.
- Vendors not utilizing CDC electricity are permitted to bring their own generators when preapproved by CDC.
- Portable space heaters & hairdryers may **not** be connected to CDC electric service.
- CDC reserves the right to refuse admittance and /or discontinue operation of any conflicting or inappropriate vendor displays.

Contact: (413) 467-7177

Email: info@granbycharterdays.com

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Make checks payable to:

Town of Granby

NO one may dismantle booth

Mail this form to:

Charter Day Committee
10-B West State Street
Granby, MA, 01033

during event hours

Name _____
(Company or Organization)

Contact Information:

Name _____

Street _____

City _____ State _____ Zip _____

Telephone: Cell _____ Day _____ Evening _____

Email for confirmations: _____

Description of Display (list everything, especially any food): _____ N

NON-Profit If yes, will this be a fundraising activity	YES YES	NO NO	-----
Electricity Required?	YES	NO	-----
Space: Average size 10'x10' Additional space: \$10 for 10' per day # _____	Circle days attending Fri Sat Sun	Amount per day \$35	Site Amount \$ _____ Additional space \$ _____
Parking Passes: Must be paid with application, NO exceptions	How many passes # _____	Amount X \$5 =	Parking passes \$ _____
Vendors will receive email confirmations			TOTAL \$ _____

I/we have read and agree to the terms of the preceding Vendor Agreement. I/we agree not to hold the town of Granby, MA or their representative liable for loss, damage, or personal injury arising out of my/our participation in Granby Charter Days.

NO one may dismantle booth during event hours.

Signature _____ Date _____

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