



**ROCHESTER MAIN STREET 2017 VENDOR APPLICATION**

Free Comic Book Day (FCBD): May 6<sup>th</sup>, 11 am to 4:00 pm  
 Rochester Main Street River Fest: July 15<sup>th</sup>, 2:00 pm – 7:00pm, North Main Street Rochester  
 Rochester Gay Pride: August 26<sup>th</sup>, 1:00pm – 4:00 pm, Central Square Vendors for this event must  
 can find info here <http://www.rochestermainstreet.org/pride.html>  
 October Festival (ROF), Saturday, October 7<sup>th</sup>, 11:00 am to 4:00 pm Hanson Street Rochester  
 Zombie Walk, Friday, October 27<sup>th</sup>, 6:00 pm – 9:30 pm on the Commons  
 Festival Of Trees, Saturday, Dec 2<sup>nd</sup>, 4:00 pm – 8:00 pm (Crafters only, juried)

Business/Organization \_\_\_\_\_ Contact \_\_\_\_\_

Name: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Website: \_\_\_\_\_ Facebook-Name: \_\_\_\_\_

Address: \_\_\_\_\_ Town \_\_\_\_\_ State/ zip \_\_\_\_\_

Booth/Activity/ Company: \_\_\_\_\_

Check	Event / Description	Fee
	FCBD Parking Union Street Lot 10 X10	\$50.00
	FCBD Parking Union Street Non-profit 10X10	* FREE (see below)
	River Fest 10X10	\$50.00
	River Fest Non-profit 10X10	*FREE (see below)
	River Fest Farm to Table 10X10 (limited Spaces)	*FREE (see below)
	October Festival 10X10	\$50.00
	October Festival Farm to Table 10X10 (limited Spaces)	*FREE(see below)
	October Festival Non-profit 10X10	*FREE (see below)
	Zombie Walk 10X10	\$25.00
	Zombie Walk Non-profit 10X10	*FREE (See below)
	Festival of Trees 8 ft table	\$25.00
	Total Paid	

Please make checks payable to Rochester Main Street, and mail too C/O Rochester Main Street, Happy Pappy's Country Store, 363 Portland Street, Rochester, NH, 03867 or Pay online at <http://www.rochestermainstreet.org/events-signup.html>

**Required: Review and initial every item on the next page and complete with your signature**

## Vendor Registration Policy

\_\_\_\_\_ Payment must be received with application. Vendor spaces are not reserved until a completed registration form, and payment have been received.

\_\_\_\_\_ If you pay for an event within 30 days of the event, we can not guarantee that you will make it on too the website or into any advertising for the event.

\_\_\_\_\_ Free Spots for non-profit are in exchange for 14 hours of volunteers for the event. This represents 2 volunteers for the length of the event including set-up and break down. This can be any number of people splitting up these hours. Failure to provide these hours will result in the organization being charged the \$50 fee for the space. In some occasions we may be able to use volunteer hours in the day leading up to the event to make up the hours.

\_\_\_\_\_ We will try our best to accommodate a need for extra space. Accommodations will be given out on a first come first serve.

\_\_\_\_\_ Any Bounced Check will incur a \$30 fee.

\_\_\_\_\_ Booths will start to be assigned 30 days before the event, Confirmation e-mails including booth assignments and instructions will be provided by email and not later than one week prior to the event.

\_\_\_\_\_ No rain date is scheduled. This is a rain or shine event. Application fees are non-refundable in all circumstances.

### Vendor Rules & Regulations

\_\_\_\_\_ All items related to vendor spaces must remain stationary throughout the event. No "roaming" is allowed.

\_\_\_\_\_ No electricity or water hook ups are available. Applicants are responsible for providing their own tent, tables, chairs, canopies, etc. All tents and canopies must be properly secured and anchored.

\_\_\_\_\_ No spray foam, silly string, confetti, noisemakers, toy guns, swords, knives, etc. are allowed. Vendors will be asked to remove

forbidden and failure to do so may result in being excluded from further participation in Rochester Main Street events .

\_\_\_\_\_ Confirmed vendors may begin booth set-up 1.5 hours before the event begins. Booth set-up must be completed and all vehicles off the street with a half hour of the event starting. Vendors arriving after this time will forfeit their booth and will not be permitted to set up during the event. Vendors setting up before the time stated for set ups may be excluded from further participation in events.

\_\_\_\_\_ Vendor booths must remain open and staffed until the end of the event. Any vendor breaking down before the end of the event may be excluded from further participation in events.

\_\_\_\_\_ Booth areas must be kept tidy. Vendors must dispose of ALL trash and debris generated by their booths. Failure to collect, remove, and dispose of all trash off site, may be excluded from further participation in events.

\_\_\_\_\_ No trailers, trucks, cars, or other vehicles permitted as booths or displays, with the exception of radio or TV broadcasting vans. Specific exception requests may be reviewed by the Committee.

### Specific Event Rules & Regulations

\_\_\_\_\_ Blues Festival & October Festival Farm to Table spots help build local awareness of Farm to Table movement. To qualify for a free spot the vendor must be selling Fresh Local Produce, Meats, Cheese, etc. These items must make up 80% of the items being sold in the space (this is the same criteria that the NH Dept of Agriculture uses to decide if a business qualifies as a farm stand).

Please give a short description of your booth sales to be shared on our web site or local publications.

Signature of Applicant Name

(Please Print)

Date

