



Colonial Beach Chamber of Commerce  
106 Hawthorn Street  
Colonial Beach, Virginia 22443

## 4<sup>th</sup> Annual Colonial Beach Bike Fest

### Food Vendor Information

LOCATION: Colonial Beach Town Hill and Colonial Beach Boardwalk

EVENT DATES: Thursday, Friday, Saturday & Sunday, October 5, 6, 7, and 8, 2017

TIMES: 9:00am - 5:00pm daily (Mandatory) -extended sales hours are at the discretion of the vendor.

EVENT FEES: \$250 per 10' x 10' space  
\$450 per 10' x 20' space  
\$550 per 10' x 30' space  
\$750 per 10' x 60' space

Electricity is \$15.00 per space in addition to entry fee (limited availability-Town Hill only)

**NOTE: YOU ARE REQUIRED TO STAY WITHIN YOUR ASSIGNED AREA**

#### GUIDELINES:

- All food vendors must obtain a permit from Westmoreland County Health Department prior to the event date. Call (804) 580-3731 for more information.**
- Applications are due by September 4, 2017. If available, late entries will incur a \$20.00 fee.
- A \$30.00 fee will be charged for all returned checks.
- Applications are accepted and processed on a first-come-first-served basis.
- A picture of merchandise must be submitted with application (new applicants only).
- Confirmation provided upon receipt of application and payment.  
**Please provide a valid email address. Correspondence for this event will be completed primarily through email.**
- Spaces will be preassigned and emailed to you prior to the event.
- Spaces must be set up by 9:00 am on Thursday, October 5 but you may arrive on Wednesday, October 4 to set up and begin vending.
- Changes to set-up location will not be made on the day of the event. If you have any specific needs, please indicate in your application and an attempt will be made to accommodate.
- One vendor per space. Vendor or proxy must host display.
- Vendors are required to dispose of their trash daily. A dumpster is located at 700 Colonial Ave. for this purpose. Event staff is not responsible for trash removal.
- No vehicles will be allowed on Town Hill except for loading and unloading.
- This event takes place Rain or Shine.

# 4<sup>th</sup> Annual Colonial Beach Bike Fest

## Food Vendor Application

**(PLEASE TYPE OR PRINT CLEARLY)**

Payment options include mailing a check or money order to:

**Colonial Beach Chamber of Commerce (CBCOC)  
106 Hawthorn Street  
Colonial Beach, VA 22443**

or calling: **(804) 224-8145** or **(804) 224-7192** for Credit Card payments  
or using **PayPal** online

The entry fee is non-refundable for cancellations made less than 30 days from the event date.

10' x 10' Space (\$250.00) \$ \_\_\_\_\_

10' x 20' Space (\$450.00) \$ \_\_\_\_\_

10' x 30' Space (\$550.00) \$ \_\_\_\_\_

10' x 60' Space (\$750.00) \$ \_\_\_\_\_

Electricity \$15.00 (limited availability-Town Hill Only) \$ \_\_\_\_\_

Total Enclosed: \$ \_\_\_\_\_

Will you be arriving on Wednesday October 4, 2017? (Yes/No) \_\_\_\_\_

Returning vendor who would like the same vendor space that you had in 2016? (Yes/No) \_\_\_\_\_

Please describe your business:

\_\_\_\_\_  
\_\_\_\_\_

Company Name: \_\_\_\_\_

Vendor Name: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Address/City/State/Zip Code: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Number: \_\_\_\_\_

By signing this application to participate as a vendor in the 4<sup>th</sup> Annual Colonial Beach Bike Fest, all parties acknowledge and agree that the Town of Colonial Beach and/or the Colonial Beach Chamber of Commerce, or any persons affiliated with these entities, will not be held responsible for theft, loss and/or damage to any property, or liable for injury to any participant.

Vendor Signature: \_\_\_\_\_ Date: \_\_\_\_\_