



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

7th Annual Colonial Beach Bike Fest *This is a 'Rain or Shine' Event*

Merchandise/Craft Vendor Contract

LOCATION: Colonial Beach Town Hill and Colonial Beach Boardwalk

EVENT DATES: Thursday, Friday, Saturday & Sunday, October 8, 9, 10, and 11, 2020

TIMES: 10:00am - 5:00pm daily (Mandatory) extended sales hours are at the discretion of the vendor.

EVENT FEES:

\$275 per 10' x 10' space + 10% Town fee of \$27.50
\$475 per 10' x 20' space + 10% Town fee of \$47.50
\$575 per 10' x 30' space + 10% Town fee of \$57.50
\$775 per 10' x 60' space + 10% Town fee of \$77.50

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

Parking subject to daily/hourly kiosk rates. You will need to secure your own parking.

RULES:

- 1. Contracts are due by September 8, 2020 and must include the completed and signed contract and payment. If space is available, late entries will incur a \$20.00 fee.**
2. A \$30.00 fee will be charged for all returned checks.
3. Contracts are accepted and processed on a first-come-first-served basis.
4. A picture of merchandise must be submitted with Contract (new applicants only).
5. All vendors are required to stay for the entire festival.
6. Confirmation provided on receipt of completed Contract and payment. **Please, provide valid email address.**
6. Spaces will be preassigned and emailed to you prior to the event.
7. Spaces must be set up by 10:00 am on Thursday, October 8, but you are encouraged to arrive on Wednesday, October 7 to set up and begin vending.
8. Changes to set-up location will not be made on the days of the event. If you have any specific needs, please indicate in your Contract and an attempt will be made to accommodate.
9. One vendor per space. Vendor or proxy must host display.
10. 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.
11. No vehicles will be allowed on Town Hill or the Boardwalk except for loading and unloading.
12. This event takes place Rain or Shine.
13. The Bike Fest Committee/Chamber of Commerce reserves the right to dismiss vendors for inappropriate wares, behavior or customer interactions.
14. Each business is responsible for securing a business license from your business hometown. If there are questions, contact the Town of Colonial Beach (804) 224-7181.
15. **NOTE: YOU ARE REQUIRED TO STAY WITHIN YOUR ASSIGNED AREA.**

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(PLEASE TYPE OR PRINT CLEARLY)

Payment may be made by mailing a check or money order to:

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

or by calling: **(804) 224-8145** or **(804) 224-7192** for Credit Card payments

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

10' x 10' Space (\$275 + \$27.50 Town fee = \$302.50)

10' x 30' Space (\$575 + \$57.50 Town fee)

\$ _____

\$ _____

10' x 20' Space (\$475 + \$47.50 Town fee = \$522.50)

10' x 60' Space (\$775 + \$77.50 Town fee = \$852.50)

\$ _____

\$ _____

Electricity \$15.00 (limited availability)

\$ _____

Total Enclosed: \$ _____

Arriving on Wednesday October 7, 2020? (Yes/No)

Same vendor space that you had in 2019? (Yes/No)

Give your business name and briefly describe your business:

Business Representative for this event: _____

E-Mail Address (please print or type): _____

Address/City/State/Zip Code: _____

Phone Number: _____ **Alternate Number:** _____

By signing this Contract to participate as a vendor in the 6th 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 is responsible for adhering to all RULES set forth in this document. Failure to comply may result in dismissal without refund.

Vendor Signature: _____ Date: _____