

Vendors, please keep this page and review the information before the festival.

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

## Santa's Wonderland and Winter Festival Parade - Colonial Beach *This is a 'Rain or Shine' Event*

### Food Vendor Contract

LOCATION: Colonial Beach Town Hill (at the corner of Colonial and Washington Avenues)

EVENT DATE: Saturday December 5, 2020

TIME: 12:00pm - 4:00pm

FEES: \$35 per each 10' x 10' space

10% Town Fee

(10% for one 10X10 space - \$3.50. For every additional 10X10 space, pay another \$3.50)

\$10 additional per space electric fee upon request for electricity (Limited availability)

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

#### RULES:

1. **Contracts (due by November 5) must include the completed, signed contract and payment.**
2. **All food vendors must display a permit from Westmoreland County Health Department. Call (804) 493-1124 for more information. Health Department Certificate must be on display during the entire event.**
3. **Contracts received after November 5, 2020 will be charged an additional \$20.**
4. A \$30 fee will be charged for all returned checks.
5. It is expected that all vendors will stay for the entire festival.
6. One vendor per space. Vendor or proxy must host display.
7. Spaces must be set up by 11:30am. You may arrive as early as 9am on December 5.
8. No vehicles will be allowed on Town Hill except for loading and unloading.
9. Confirmation provided upon receipt of contract/payment. **Please include a valid email address.**
10. The entry fee is non-refundable for cancellations made fewer than 30 days from the event date.
11. This event takes place Rain or Shine.
12. By signing the contract to participate as a vendor in the Santa's Wonderland and Winter Festival, 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.
13. The Winter Festival Committee/Chamber of Commerce Staff reserve the right to dismiss vendors for inappropriate wares, behavior, or customer interactions.
14. Please understand, there will be no "off-sides" vending without prior permission.
15. Vendors **MUST** park *away* from Town hill after unloading your vehicle.
16. Please manage your booth's trash.
17. 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.

Santa's Wonderland and Winter Festival Parade  
Colonial Beach

Food Vendor Contract

**(PLEASE TYPE OR PRINT CLEARLY)**

Complete this contract and return it with your check or  
money order made payable to:

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

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

Number of spaces requested (\$35 per 10 x 10 space) \$ \_\_\_\_\_

10% Town Fee \$ \_\_\_\_\_  
(10% for one 10X10 space - \$3.50. For every additional 10X10 space, pay another \$3.50)

Electricity requested (\$10 each space) (please write in "yes" or "no") \$ \_\_\_\_\_

Total amount enclosed: \$ \_\_\_\_\_

Please give your Business Name and briefly describe your business:

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

Business Representative for this event: \_\_\_\_\_

**E-Mail Address (Please PRINT):**

\_\_\_\_\_

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

\_\_\_\_\_

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

By signing this contract to participate as a vendor in the Santa's Wonderland and Winter Festival, 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: \_\_\_\_\_