



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

## 6<sup>th</sup> Annual Colonial Beach Bike Fest *This is a 'Rain or Shine' Event*

### Food Vendor Contract

LOCATION: Colonial Beach Town Hill and Colonial Beach Boardwalk

EVENT DATES: Thursday, Friday, Saturday & Sunday, October 10, 11, 12, and 13, 2019

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  
                      \$475 per 10' x 20' space  
                      \$575 per 10' x 30' space  
                      \$775 per 10' x 60' space

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

Reserved vendor parking will be available in the Wilder Lot and will be subject to daily/hourly kiosk rates. If you do not reserve a space (see signature page), you will need to secure your own parking.

#### RULES:

1. **Contracts are due by September 10, 2019 and must include the completed and signed contract, payment and a copy of your business license and health department certificate. If available, late entries will incur a \$20.00 fee.**
2. **All food vendors must obtain a permit from Westmoreland County Health Department at least 30 days prior to the event date. Call (804) 493-1124 for more information. Health Department Certificate must be on display during the event.**
3. A \$30.00 fee will be charged for all returned checks.
4. Contracts are accepted and processed on a first-come-first-served basis.
5. A picture of merchandise must be submitted with contract (new applicants only).
6. Confirmation provided upon receipt of Contract/payment. **Please provide a valid email address.**
7. Spaces will be preassigned and emailed to you prior to the event. One vendor per space. Vendor or proxy must host display.
8. Spaces must be set up by 10:00 am on Thursday, October 10th, but you may arrive on Wednesday, October 9th to set up and begin vending.
9. 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 Contract and an attempt will be made to accommodate.
11. 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.
12. No vehicles will be allowed on Town Hill except for loading and unloading.
14. The Bike Fest Committee/Chamber of Commerce reserves the right to dismiss vendors for inappropriate wares, behavior, or customer interactions.
15. **NOTE: YOU ARE REQUIRED TO STAY WITHIN YOUR ASSIGNED AREA**

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

## Food Vendor Contract

**(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

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

10' x 10' Space (\$275.00) \$ \_\_\_\_\_

10' x 20' Space (\$475.00) \$ \_\_\_\_\_

10' x 30' Space (\$575.00) \$ \_\_\_\_\_

10' x 60' Space (\$775.00) \$ \_\_\_\_\_

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

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

Will you be arriving on Wednesday October 9, 2019? (Yes/No) \_\_\_\_\_

Returning vendor who would like the same vendor space that you had in 2018? (Yes/No) \_\_\_\_\_

Request reserved parking (\*see page one – kiosk fees apply) (Yes/No) \_\_\_\_\_

Please describe your business:

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

Business Name: \_\_\_\_\_

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 6<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 is responsible for adhering to all RULES set forth in this document. Failure to comply may result in dismissal without refund.

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