



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

6th 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 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. If 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. Confirmation provided upon receipt of completed Contract and payment. **Please provide a 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 10th, but you may arrive on Wednesday, October 9th to set up and begin vending.
8. 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.
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 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. **NOTE: YOU ARE REQUIRED TO STAY WITHIN YOUR ASSIGNED AREA**

6th Annual Colonial Beach Bike Fest

Merchandise/Craft 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 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: _____