

# Maine Celtic Celebration, Inc.

## Vendor Information / Guidelines

**DATE, TIME & LOCATION:** The Celebration will run from Saturday, July 21, 2018 from 10 AM to dusk and on Sunday, July 22, 2018 from 10 AM to 5 PM on both Belfast Common and Steamboat Landing, Belfast, Maine, with option to open from 4 PM to dusk on Friday, July 20. (Directions are available upon request).

<b>SPACE:</b>	<b>Booth size</b>	<b>10' x 10'</b>	<b>10' x 20'</b>	<b>10' x 30'</b>
	<b>For profit</b>	<b>\$220</b>	<b>\$270</b>	<b>\$320</b>
	<b>Non profit</b>	<b>\$160</b>	<b>\$210</b>	<b>\$260</b>

**Electricity:** (\$50 additional charge will apply)

**Water:** (\$10 additional charge will apply)

Available electrical hookups and water connections are limited.

**SETUP TIME (General):** Friday afternoon or early Saturday morning will be available for set up. Please have booth ready to open by 10 AM both days and have transportation vehicles moved from the area.

**TRAILERS OR SALES WAGONS:** Should try to be on site by 4:00 pm Friday.

**BREAK DOWN TIME:** Booths may not be broken down any earlier than 30 minutes before closing time on Sunday unless an emergency or previous arrangements are made. This will allow people coming late to have the complete experience. If you need to leave early for a pre-arranged departure, your booth will be located in a less obtrusive spot to limit disruption to visitors.

**REQUIREMENTS:** Bring your own tables/chairs and displays. Power at the site is limited. If you require electricity, depending where you are located you will need to provide your own heavy-duty electrical cords. Power strips are highly recommended. No small gauge cords can be used for long distances.

**PLEASE NOTE THAT BELFAST NOW HAS AN ORDINANCE PROHIBITING SINGLE USE PLASTIC BAGS AND POLYSTYRENE CONTAINERS.**

**LOGISTICS:** Unload cars, vans, trucks, etc. & move them off site immediately. Do not move your vehicles on site until the Celebration ends and you have finished packing.

**CLEAN UP:** Please be responsible about cleaning up your area and bagging trash. Food vendors must take their used grease away with them for disposal. Wastewater should be disposed of responsibly, away from other vendors.

**APPLICATION:** Fill in ALL information & return with payment. Applications must be signed.

**ADVERTISING:** The Celebration is promoted on the Maine Celtic Celebration official website, through local media outlets, by the Belfast Chamber of Commerce, on Facebook, in print, and through other social media.

The Maine Celtic Celebration reserves the right to not allow any items deemed inappropriate or obscene.

**A CERTIFICATE OF INSURANCE NAMING THE MAINE CELTIC  
CELEBRATION AS INSURED & APPROPRIATE SELLER'S CERTIFICATES  
MUST BE PROVIDED AS PART OF YOUR APPLICATION**

# Maine Celtic Celebration, Inc. Vendor Application

Date \_\_\_\_\_ Business name \_\_\_\_\_

Contact & Title \_\_\_\_\_

Address \_\_\_\_\_

E-mail \_\_\_\_\_ Bus phone \_\_\_\_\_

Web site \_\_\_\_\_ Cell \_\_\_\_\_

Tax ID Number \_\_\_\_\_

Brief description of types of items you will be offering for sale:

\_\_\_\_\_

\_\_\_\_\_

<b>Cost:</b>	<b><u>Booth size</u></b>	<b><u>10' x 10'</u></b>	<b><u>10' x 20'</u></b>	<b><u>10' x 30'</u></b>	
	<b>For profit</b>	<b>\$220</b>	<b>\$270</b>	<b>\$320</b>	_____
	<b>Non-profit</b>	<b>\$160</b>	<b>\$210</b>	<b>\$260</b>	_____
	<b>Electricity: (\$50 charge)</b>				_____
	<b>Water: (\$10 charge)</b>				_____
				<b>Total cost</b>	_____

**New Vendor Recommendation:** \_\_\_\_\_

**\*\*\* PAYMENTS AFTER JUNE 30TH WILL BE ASSESSED A \$50.00 LATE FEE \*\*\***

Items to be included with your application:

\_\_\_\_\_ **INSURANCE ENDORSEMENT NAMING THE  
MAINE CELTIC CELEBRATION AS INSURED**

\_\_\_\_\_ **APPROPRIATE SELLER'S CERTIFICATES**

\_\_\_\_\_ **BOARD OF HEALTH CERTIFICATES/PERMIT  
(food vendors only)**

Completed application, check for fees and required paperwork should be submitted to The Maine Celtic Celebration, PO Box 122, Belfast, ME 04915 no later than June 30, 2018.

After that date, applications will be accepted depending on available space.

**A \$50.00 LATE FEE WILL BE ASSESSED AFTER THAT DATE.**

The Vendor space is provided for a two full day period (Saturday & Sunday) and the vendor agrees to maintain the space for both days. Vendors can set up after noon on Friday July 20, 2018.

Any questions or concerns, please contact Dawn Caswell at [dawncaswell1@gmail.com](mailto:dawncaswell1@gmail.com) or at 207-322-6156

Refunds will be granted at 100% until July 1, 2018. After that, refunds are granted at our discretion.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_