

Ogunquit Chamber of Commerce Patriots Day / OgunquitFest Bazaar craft/trade vendor application

Vendor Information:

applicant name _____
 company name _____ ME sales tax ID # _____
 address city/state/zip _____
 phone _____ alternate phone _____
 email address _____
 website _____

Product information:

Please list all items that you plan to sell. Only items listed and approved may be sold.

Booth type (check one)

All spaces are 8' wide and 5' deep (unless otherwise arranged with the Ogunquit Chamber).

Craft/ Fine Art
 Vendor: \$170 (Craft vendors are those who are selling their own original work/intellectual property.)

Independent Consultant Vendor:
 \$210 (Independent consultant vendors are self-employed contractors who sell goods for companies.)

Trade Vendor: \$300
 (Trade vendors are employed by and sell directly for companies.)

If you have questions about which category you fit into, please call us at 207-646-1279.

In which show(s) would you like to participate?

____ Patriots Day (April 22-23, 2017) ____ OgunquitFest (October 21-22, 2017)

Total Fees:

number of spaces ____ x amount per space \$____ = \$____
 plus number of tables ____ (max 1/space) x \$25 = \$____
 plus number of chairs ____ (max 2/space) x \$5 = \$____ subtotal: \$____
 multiplied by number of shows you will be in: = \$____
 less multi-show discount (subtract \$20 per space, per show) = \$____ total: \$____

Make checks payable to Ogunquit Chamber of Commerce or fill out credit card info on next page.

Credit Card Info

(if you prefer to pay by credit card rather than check)

credit card number _____ expiration date ____ / ____

billing zip code _____ CVV2# _____ name on card _____

signature _____

Ogunquit Chamber of Commerce Vendor Hold Harmless Agreement

Please review, sign, and return along with your application.

By executing this agreement, the undersigned agree(s) for himself, herself, itself and their successors, heirs and assigns that participation in the Ogunquit Chamber of Commerce bazaars as described herein, hereby releases and forever discharges the Ogunquit Chamber of Commerce, and the officers, directors, employees, agents, and members of either organization, together with their successors and assigns of and from all debts, demands, actions, causes of action suits, dues, sum and sums of money, accounts, reckonings, bonds, specialties, covenants, contracts, controversies, agreements, promises, doings, omissions, variances, extents, execution and liabilities whatsoever including, without limiting the generality of the foregoing, claims for contribution, exoneration or indemnity, or any other thing whatsoever which might arise from the undersigned's participation in the Ogunquit Chamber of Commerce's bazaars.

I understand and agree to adhere to the following:

1. I have read and understand the Craft/Trade Vendor Terms and Conditions for Participation.
2. I understand that no pets are allowed on the festival grounds.
3. I understand that vehicles may not be parked on the grounds during festival hours. After unloading, all vehicles must be moved to the Lower Lot on River Road for the duration of the festival.

Company Name: _____

Applicant's Name: _____

Signature: _____

Date: _____

Craft/Trade Vendor Terms and Conditions

General Information

- Festival dates:
Patriots Day Beach Bazaar: April 22-23, 2017
OgunquitFest Bazaar: October 21-22, 2017
- Festival Location: Main Beach Parking Lot, Beach Street, Ogunquit
- All spaces are 8' x 5', under two large tents.
- Booth fee provides you with one 8'x 5' space and one parking space at a nearby lot. Overnight accommodations are not available at the site. Vehicles will be allowed on festival grounds ONLY for loading/unloading. Tables and chairs are provided for an additional fee of \$25 per table and \$5 per chair.
- Overnight security is not provided.
- Full payment must be received in order for application to be considered complete. No refunds will be issued for cancellations unless the space is re-rented. Refunds are subject to a \$25 handling fee.
- Space will be assigned with preference to returning vendors, then to vendors participating in both shows, on a first-come, first-served basis.
- No items using the festival name or logo may be sold without prior approval.
- Games of chance or raffles are allowed only by non-profit vendors.
- Booths should be attended at all times during specified hours:
Saturday 9 am – 4 pm.
Sunday 10 am – 3 pm.
- Smoking, alcoholic beverages and drugs are prohibited.
- No pets allowed.
- Only vendors with goods or services to sell will be considered. Political, religious or social action groups will not be allowed.
- The festival committee reserves the right to approve or restrict any business from exhibiting and to remove anyone not complying with the rules, without issuing a refund.

Pricing

- \$170 per space for crafters selling handcrafted, first-quality items which are their own intellectual property.
- \$210 per space for independent vendors selling items which are not their own intellectual property.
- \$300 per space for vendors who are employees selling directly for a company.

- A \$20 discount per show is offered for the rental of craft spaces in both shows.
- \$25 per 8'x 2.5' table. Maximum of one table per space.
- \$5 per chair. Maximum of two chairs per space.

Insurance

A certificate of insurance should be provided, naming Ogunquit Chamber of Commerce and Town of Ogunquit as additional insured during the dates of the festival.

Sales Tax

The vendor must have a valid Maine Sales Tax Permit obtainable through the State of Maine, Bureau of Taxation, by calling (207) 624-9693 or online at www.maine.gov/revenue. (Under Useful links, look at the 6th item on the list, and click "online".) It is the responsibility of the vendor to collect Maine sales tax. Your Maine Sales Tax ID number will be required before you will be able to set up your booth at the festival.

Lighting and Electrical

There is minimal lighting in the tents provided by central hanging lights. No electricity is available for vendors.

Booth Set-Up

Set-up begins Saturday morning at 7am and must be completed by 9am. You can set up starting at 5pm on Friday - please note that there will be no lighting or overnight security on Friday night.

Application

Applications will not be considered unless complete. Please use the following checklist to ensure your application is complete:

- Application form (Maine Tax ID will be required before you will be able to set up your booth at the festival)
- Hold Harmless Agreement
- Insurance Certificate
- Booth Fee

Mail to:
Ogunquit Chamber of Commerce
PO Box 2289
Ogunquit, ME 03907

If you have any questions about any part of this application, please contact the Ogunquit Chamber of Commerce at 207-646-1279.