

The Golden Egg Hunt

Thursday, April 18, 2019 - 6:00pm - 8:00pm

Harrisburg Park: 191 Sims Parkway, Harrisburg NC 28075



2019 Vendor (non-food) Application:

NAME _____	BUSINESS / BOOTH _____	
CONTACT NAME _____		
ADDRESS _____		
CITY _____	STATE _____	ZIP CODE _____
DAY TIME PHONE _____	CELL PHONE _____	
EMAIL _____		

SUBMISSION OF AN APPLICATION DOES NOT GUARANTEE A SPACE

Please describe the contents of your booth. If you are an approved vendor, items not listed below will not be eligible for sale. The Golden Egg Hunt hours are 6:00pm to 8:00pm. Set up is from 4:00pm-6:00pm on April 18, 2-19.. **We require all non-food vendors to provide 200 toy filled or candy filled plastic eggs to hand out to children.**

VENDOR BOOTH SPACE IS 10' X 10'

Booth Fees:

\$25.00 per space

\$10 for electricity

200 candy or toy filled plastic eggs are required to hand out to children.

Amount Due:

Number of 10 x 10 spaces you are requesting: _____ \$ _____

Electricity 110v 20 amps (\$10): _____ \$ _____

Total Payment Enclosed: \$ _____

Make Checks Payable to: Town of Harrisburg

Please Send Payment to: Harrisburg Parks & Recreation
PO Box 100
Harrisburg NC 28075

OFFICE USE ONLY:

DATE RECEIVED:

APPROVED / DENIED BY:

DATE NOTIFIED:

CASH _____

CC _____

CHECK # _____

I agree that I have read, understand and agree to follow all rules and regulations of the 2019 Golden Egg Hunt event. I agree to hold harmless The Town of Harrisburg, its employees, agents, volunteers, and sponsors from any and all claims, liabilities, costs, expenses and damages which may result from the operation of my booth or other related activities. This event is rain or shine. **There are no refunds for withdrawals or cancellations.**

Signature _____ Date _____

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2019 Vendor (non-food) Rules and Regulations:

Vendor (non-food) Applications for the Golden Egg Hunt will be accepted on a first come first serve basis until vendor spaces are full. **The deadline for applying is Friday, April 12, 2019 or when all vendor spaces are full, whichever occurs first.**

RULES AND GUIDELINES: All vendors are responsible for their own money handling and providing change for cash purchases. The following items are banned from sale: Any type of animal or pet, snap-N-pops, cap guns or rockets, disappearing ink, crazy foam or silly string, stink bombs, water and marsh mellow guns or rockets, knives, guns and/or any other weapons (including replica weapons).

Vendors may hand out information regarding their business or entity. They should also provide at least 200 candy or toy filled plastic Easter eggs to hand out to the children as they walk from booth to booth. We highly encourage you provide a game in your booth. Feel free to decorate your booth for Easter. This will add an additional element to the event and will make your booth more attractive for people to visit. All items should be family friendly.

SPACE ASSIGNMENTS: All approved vendors will be assigned a space. Some areas may not be level. Vendors must bring all necessary displays, tents, tables, chairs, outdoor extension cords and weather protection. No structures are provided. In your best interest, a tent should be used for protection from the heat and sunlight. **All vendor tents must be weighted or staked down.** Event continues rain or shine, provided the weather does not present safety issues. Do not drive stakes into the cement or asphalt. Any vendor doing so will be required to remove them and will be billed by the Town of Harrisburg for repairs. If you need more than the allotted 10' x 10' space for display, you must purchase another space.

SET UP: The event is to be held at Harrisburg Park: 191 Sims Parkway, Harrisburg NC 28075. Vendors may set up starting at **4:00pm** on Thursday, April 18, 2019. Vendors must be set up by **6:00pm**. All vehicles must be out of the event area by **5:30pm**. If you arrive late, your space will not be available. Set up is not allowed after the event has started.

Vendors are required to stay on site during the entire event. Please clean up your area entirely starting at 8:00pm. Damages incurred because of improper disposal will result in a fine for clean up. All vendors are expected to be on site during all hours of the event. **Your booth may not be dismantled until the event ends at 8:00pm. Dismantling early may cause you to be excluded from future events.**

NOTICE: Harrisburg Parks & Recreation reserves the right to ACCEPT or REJECT any application. We also reserve the right to remove any vendor that does not follow the rules and regulations as established for this event. The Town of Harrisburg and Parks and Recreation Department reserves the right to remove any items from your tent and/or display that are deemed inappropriate or offensive. No exclusives will be given to any vendor without written permission from the Parks and Recreation Department. No refunds will be given for cancellations or withdrawals. Event is rain or shine.

QUESTIONS: Please call the Harrisburg Parks and Recreation Department at (704) 455-7275 or email Shawn Marble at smarble@harrisburgnc.org