



Informational Vendor Application

Non-profit organizations, community groups, and businesses with displays or informational materials

Commercial and informational vendors are Saturday, June 17th ONLY from 11:00am to 6:00pm

Please return the forms and required documents along with payment by May 26, 2023

For questions or concerns, please email info@greenwichchamber.org or call (518) 692-7979

Business/Organization:		
Contact Person:		
Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		

Please describe your exhibit, activity, and/or materials you will have available:

Note: Sales are not permitted, use the Commercial Vendor Application if you plan to sell products/services.

VENDOR FEE

- \$20 for Greenwich Chamber members
 - \$30 for non-members \$10 for youth and senior groups
- Additional 10' x 10' spaces may be acquired for an additional fee at the same rate.

SPACE SPECIFICATIONS

Spaces are 10' x 10' for each fee. Please provide the dimensions of your booth (including all external fixtures and parts):

_____ ' Length

_____ ' Width

_____ ' Height

How many spaces? _____

POWER

Electrical power hook-up is not available due to location and access to power sources.

Please describe all electrical equipment you will use:

Do you use propane gas? YES NO

Do you use your own generator? YES NO

**Preference may be given to approved quiet generators*

SET UP is on Saturday, June 17 from 9:00am to 11:00am on downtown Main Street. We will confirm with you a suggested time of arrival to facilitate the smooth and safe placement of your equipment.

Take down is from 6:00pm to 7:00pm.

****Please note:** Vehicles will only be permitted on Main Street for unloading and stocking purposes.



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Rules & Regulations

1. Vendor spaces will be assigned on a first come, first service basis. Businesses located on Main Street will have priority for space directly in front of their storefront. Subleasing of vendor space is prohibited.
2. Informational vendors are not permitted to sell products or services during the event.
3. Applicants must meet all electrical codes. If it is determined, at the sole discretion of the Greater Greenwich Chamber of Commerce (GGCC), that the applicant is using electricity for an unapproved or unsafe use, the GGCC may terminate electrical access.
4. All vendors will be placed on Main Street from Hill Street to Washington Street. Use of sidewalk is not allowed as it obstructs flow of pedestrians and blocks access to businesses and residences.
5. Set up is on Saturday, June 17 from 9:00am to 11:00am. Take down is from 6:00pm to 7:00pm.
6. Once you have been assigned your vendor space, you may temporarily load and unload along Main Street, but you must move your vehicle upon completion. Parking will be allowed on side streets and in designated lots only. No parking will be allowed on Main Street between Hill & Washington.
7. Applicant is responsible for the removal of all trash, packing materials, boxes, etc.
8. Please do not leave valuables unattended, the GGCC assumes no responsibility for lost/stolen items.
9. The festival is a family event and the GGCC reserves the right to reject any items listed on this application or from your display.
10. If it is determined, at the sole discretion of the GGCC, that the applicant is not in compliance with any of the regulations as set forth herein or fails to remove any items upon request by the GGCC, that the GGCC considers incompatible with community or safety standards, the GGCC may expel the applicant from the festival, without a refund.

I understand that this application is not a guarantee of festival space. By submitting this application, I hereby agree to abide by the rules and regulations governing the festival as set forth herein, and any others that may be implemented. I understand that your failure to abide by these rules may result in expulsion from the festival.

Name: _____ Signature: _____

Please return forms, required documents, and a check payable to:

Greater Greenwich Chamber of Commerce
6 Academy Street
Greenwich, NY 12834

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