**HEBRON MAPLE FESTIVAL VENDOR APPLICATION**

*Thank you for participating in this year’s 2017 Maple Festival on March 18-19!*

*Please complete this application form and email it or mail it to:*

*Windham Arts, 1010 Main St, Willimantic, CT 06226, sheri@windhamarts.org*

Name of Organization: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact Person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell #: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Vendor Fees:*** *The cost for each organization/business to participate is $75 per 10 x 10 space. If you need more than 10x10 you must pay an additional $75. You must be present from 10 – 4pm on* ***BOTH*** *days of the festival.*

**Examples:**

**Name of activity: Maple Cookies Name of activity: Children’s games**

**Description: Homemade maple cookies Description: card game, coloring, story time**

Name of activity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of activity\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Hosts selling multiple food items will pay a concession fee of $250 and must complete a different form. All food vendors are responsible for applying for temporary food permits (if needed) through the Chatham Health District and must send a copy of their application and proof of payment to the event committee via email (sheri@windhamarts.org) or fax (860-423-8235) no later than March 1.

***Sponsorships:*** *Sponsorships for the event will cover the costs for mandated state police officers. Your additional support will ensure that the event will be successful.*

***Sponsor level Cost Received in addition to sponsorship***

**Diamond sponsor $1000 full page ad in program**

**Platinum sponsor $500 ½ page ad in program**

**Gold sponsor $250 ¼ page ad in program**

**Silver sponsor $100 listed in program**

**Bronze sponsor $50 listed in program**

Vendor Fee: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Please make checks payable to Windham Arts. Sponsorship: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ If you prefer to pay by credit card, please call

Total due: $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Sheri at Windham Arts at 860-428-4549.

**GENERAL EVENT INFORMATION:**

Vendor fees help pay for the overall costs of the event including police, marketing, printing and signage. The fees are the same for businesses and non-profits.

All vendors must provide their own tables, tablecloths, tents and other equipment.

Vendors must be present for BOTH days of the event.

Event vendors will be setting up their spaces OUTSIDE so please prepare for inclement weather. The event is rain/snow or shine.

There will be no refunds of registration fees.

If you are a business or individual and would like to sponsor an activity but do not have the volunteers to actually plan one, please let us know. We have several musicians and activity options that need to be sponsored in order for them to perform.