

☺ **Choose Franklin Community Day** ☺
Participation Agreement

May 11, 2024

Name of Business or Non-Profit Organization _____

Name of Contact Person _____

Address _____

Phone Number _____ **E Mail** _____

I represent a:

_____ **Franklin Business/Crafter/Non Profit** **Fee** _____

_____ **Out of Town Business** **Fee** _____

_____ **Out of Town Crafter or Non-Profit** **Fee** _____

***See fee schedule on the back of this page**

I require _____ **10' x 10' area(s)** **Fee x number of spaces needed =** _____
(number)

I require electricity - \$25 fee () 110 V () 220 V **Fee** _____

LATE FEE FOR FORMS RECEIVED AFTER APRIL 18 -- \$10 **Fee** _____

I wish to rent a table (\$20 non-refundable fee per table) **Fee** _____

I cannot participate but wish to donate * _____

TOTAL ENCLOSED _____

Type of activity planned: _____

Special requests _____

If your organization will be giving free items (i.e. food, drinks, etc.), please indicate below:

Vendors may request a booth location by completing and returning this Participation Agreement Form by **MARCH 20, 2024**. Forms received between March 21 and April 17 will be assigned on a space available basis.

***Donors will be recognized on print materials unless requested otherwise.**

VENDOR INFORMATION –

Franklin Community Day will take place Saturday, May 11, 2024

We try to avoid duplication of food items and will ask that no more than two vendors sell the same food item.

Vendors may request a booth location by completing and returning the Participation Agreement Form by **MARCH 20, 2024**. Forms received between March 21 and April 17 will be assigned on a first come, first served, space available basis. **After April 17 there will be a \$10 late fee if space is available.**

If you wish to reserve a table for your space, please include the **\$20** per table fee with registration materials. You will be sent a letter prior to the event indicating your booth location.

As noted in the Agreement, we will be charging for electricity usage – if you require power, please indicate the amps requested so that we can plan accordingly. Please also note that those vendors requiring electricity will be restricted to the rear of the park for ease of access to power sources.

Vendor Requirements:

- Vendor must clean up space at close of event
- **No alcoholic beverages/smoking allowed at event**
- Minimum hours of vendor operation: **10 AM to 2 PM**

FEE SCHEDULE

Business/Organization	Booth Space Only
Franklin Businesses/Crafters & Non-Profit Organizations	\$15
Out of Town Crafters	\$20
Out of Town Non-Profits	\$20
Out of Town Businesses	\$30

All fees, including table rental and electricity, are non-refundable

Please return this completed form to kalpers@franklinnh.org.

Make check payable to Choose Franklin Community Day and mail to:

Krystal Alpers, 12 Rowell Drive, Franklin, NH 03235
PLEASE WRITE YOUR ORGANIZATION IN THE MEMO.

Credit and debit cards can be accepted by calling 603-934-2118.
A service fee will be applied.

Questions may be directed to Krystal Alpers at, 603-934-2118 or kalpers@franklinnh.org.