

Full Payment Due with Application -- (Payable to Perry Hall/White Marsh Business Association)

Company Name : \_\_\_\_\_

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

Address : \_\_\_\_\_

City, State, ZIP : \_\_\_\_\_

Day Phone : \_\_\_\_\_ Evening Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email : \_\_\_\_\_ Vehicle License # \_\_\_\_\_

Vehicle registration required for confirmation/pass & emergency



**Booth Space : 10 x10      Fee :**

Crafts	\$ 75.00
For Profit Business	\$100.00
Political	\$100.00
501C3 Organizations	\$ 75.00

Fee \$ \_\_\_\_\_

Electrical Outlet fees \$25 ea.\$ \_\_\_\_\_

**\$25 Discount if PHWMBA Member** \_\_\_\_\_

**\$25 Late fee (if sent after 6/15/11)** \_\_\_\_\_

Type of Business:    Commercial    Arts & Crafts    Non-profit

Total/Amount Enclosed \$ \_\_\_\_\_

Electrical Requirements: # \_\_\_\_\_ outlets @15 amps x \$25 each

**Check here if you are a PHWMBA Member**

**List Items you will sell** \_\_\_\_\_

**List Items you will display and any/all free activities/items you will offer (i.e., balloons, face-painting, etc.** \_\_\_\_\_

Be advised that if your activity is the same as vendors paying to sell the same service/product, you may be required to substitute your free activity. You will be notified of acceptance or change in your confirmation letter

All types of vendors are encouraged to apply to participate in the Perry Hall Town Fair. We reserve the right to decline the application of a vendor for any reason. The Perry Hall Town Fair Committee will review your application and will notify all applicants of their status. Upon acceptance, on or about June 15th, you will receive a vendor package with all necessary information for the 2011 Perry Hall Town Fair. **You are required to provide a copy of a "certificate of insurance" for liability coverage** and must add the Perry Hall/White Marsh Business Association as an additional insured for this event. Proof of insurance must be mailed to PO Box 117, White Marsh, MD 21162. You may send this along with your application. If your certificate of insurance is not received by July 1st, you will not be allowed to participate the day of the event. Food vendors must have and display required permits. If your application is not accepted, the check will be returned along with an explanation. Submission of your application acknowledges your acceptance and understanding of the requirements and restrictions for all vendors, as listed above. The Town Fair will be held rain or shine, but in the case of extreme conditions, the rain date for this event is Saturday July 16th. **Once your registration is accepted, there will be NO REFUNDS.** Thank you.

Your signature is required as the responsible party for this event. By signing you agree to the terms and conditions listed above and on the back of this form.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please mail application & payment to:  
**Perry Hall/White Marsh Business Association Attn: Town Fair • P.O. Box 117, White Marsh, MD 21162**

# Vendor Conditions & Guidelines for Participating in the 15th Annual Perry Hall/White Marsh Town Fair

The following are additional rules and restrictions to which you are subject as a vendor at this event. You will receive another copy of these guidelines with your Vendor Acceptance Letter.

You are required to provide a copy of a “certificate of insurance” for liability coverage and must add the Perry Hall/White Marsh Business Association, Honeygo Village Center, LLC and Chesapeake Commercial Properties, Inc. as additional insureds for this event. Generally, a call to your insurance company to add this information will not result in additional expense. Please have your insurance company mail the document to our PO Box. If this is not received, you will not be allowed to participate the day of the event. Food vendors must have and display required permits. Proof of insurance must be mailed to PO Box 117, White Marsh, MD 21162 and be received no later than 7/1/11. If you have questions or concerns about or problems fulfilling this requirement, please contact Eric Bowers at 410-961-9733 or email [Eric.Bowers@susquehanna.net](mailto:Eric.Bowers@susquehanna.net).

- Fair hours are 10am - 5pm on the rear parking lot of Honeygo Village Town Center in Perry Hall.
- Booth area is space only. Tents, tables and chairs are not provided. We recommend ABC Rentals (410-256-3670) on Belair Road for assistance with equipment rentals.. A tent is highly recommended as vendor area is on an open lot and temperatures/sun exposure can be extreme. Vendor spaces are on a parking lot and are unlikely to be completely level.
- Vendors will be allowed entrance into the fair area beginning at 6AM on the day of the event. Set-up must be completed by 9:30am. Vendors will be directed to their spaces by event staff, and are expected to unload their equipment and materials and IMMEDIATELY remove their vehicle from the area. A vendor captain will be on hand to supervise your space while you park your vehicle. Vendors will be directed to a designated parking area nearby.
- Security: Baltimore County Police will be present on the Fair Grounds throughout the day, but no additional security personnel is provided.
- Vendors may not move their assigned locations. Anyone doing this will immediately lose the privilege of remaining at the Fair as a vendor.
- PHWMBA staff reserves the right to require vendors to cease sales of any product or material deemed destructive or dangerous on the day of the event (this includes items like silly string and marshmallow shooters).
- **Material cannot be distributed outside of your assigned booth space.**
- Distribution of food or drink items, other than by food vendors is not allowed.

*Violations of any of these rules will result in revocation of vendor privileges and you will be asked to leave the grounds.*

## **You are responsible for the clean-up of your space.**

A dumpster is available near the rear of the lot on the North side-- for your convenience. Vendors who leave debris or trash behind will be billed \$100.00 and will may prohibited from future participation.

**Please initial here that you have read and understand the guidelines and conditions presented here on page 2- Please retain a copy for yourself, but INCLUDE this page with your application** \_\_\_\_\_