



## Krazy Days 2016 in Downtown Middleborough, MA Exhibitor Instruction Sheet

**Date:** Friday August 5<sup>th</sup> and Saturday August 6<sup>th</sup> **TIME:** 10:00 AM – 5:00 PM

**Cost:** See appropriate vendor form: Resident, Out-of-Town, or Non-Profit Vendor

**Booth Size:** 10' X 10', DOUBLE BOOTHS ARE AVAILABLE

**Booth Location:** South Main Street, North Main Street, Wareham Street and Center Street will be closed to vehicular traffic. Booth location will be in the street and placement will be assigned by the Committee.

**Set- UP Time:** 8:30 AM Vehicles must unload and be removed to off-site parking by 9:15 AM - Specific arrive times and move in instructions will be sent to vendors closer to the event date.

### THE FOLLOWING REGULATIONS APPLY

1. Businesses are limited to a maximum of 2 single booths, which must be attached to each other (referred to as a "double" or a 10' by 20' booth)
2. Booth reservations are available on a first come first serve basis exclusively to RESIDENT BUSINESSES until **JUNE 1, 2016** after which time booths become available to non-resident businesses. The reservation deadline for all businesses is July 1, 2016. Late reservations, made after July 1, 2016, will pay an additional \$25.00 non-refundable charge. No vendor exclusivity is guaranteed.
3. Booths become available on a first come first serve basis to NON-RESIDENT BUSINESSES **after June 1, 2016**. Resident Businesses may still apply during this time. The reservation deadline for all businesses is **July 1, 2016**. Late reservations, made after July, 1 2016, will pay an additional \$25.00 charge. No vendor exclusivity is guaranteed.
4. Exhibitors must provide their own tables, coverings, chairs, display materials, etc. Sun Protection such as umbrellas, canopies, etc. are NOT PROVIDED but are suggested. Vendors are responsible for properly securing their canopies, tents, tables and other fixtures.
5. ELECTRICITY is NOT AVAILABLE.
6. Exhibitors must be available on both days. Resident businesses may be rebated their single-booth fee provided that their booth has been occupied for both days of the festival.
  - a. Please refund my \$25 reservation fee if I attend both the Friday and Saturday Events \_\_\_\_\_
  - b. Please accept my \$25 reservation fee as a donation to Middleborough on the Move \_\_\_\_\_
7. Exhibitors are responsible for their own site AND must remain set-up until closing time. No vehicles will be allowed in the exhibit area prior to closing time.
8. All Tents must be properly weighted and secured.
9. NO REFUNDS will be made for any reason.
10. Middleborough on the Move reserves the right to refuse offensive or non-family oriented exhibitors.
11. Exhibitors must DISPOSE of all of their own trash in the proper receptacles at the end of each day.
12. **THIS EVENT WILL TAKE PLACE RAIN OR SHINE!**

Any questions may be directed to [krazydaysmiddleborough@gmail.com](mailto:krazydaysmiddleborough@gmail.com)  
Please mail the completed application and full payment made payable to

**Middleborough on the Move, Inc. by July 1, 2016 to:**

Krazy Days  
C/O Middleborough on the Move  
PO Box 1435, Middleborough, MA 02346

**PLEASE KEEP THESE INSTRUCTIONS FOR YOUR  
REFERENCE.**