



2017 July 4th Event Vendor Application

PO BOX 8
Havre de Grace, MD 21078
443-502-0704
HdgJuly4@gmail.com

The Actual Event date for 2017 is **Sunday July 2**

Date Submitted _____

Name _____

Business Name: _____

Street Address _____ City _____

State _____ ZIP _____ Phone _____

Email: _____ Web Site: _____

Type of Items to be displayed and/or sold _____

Extended Store Front **FREE** _____

Vendors \$40.00 Administration Fee per 10x10 space ____

NON PROFITS: Free 10x10 space _____

Amount **enclosed** \$ _____ (Make checks payable to Independence Day Commission) and mailed to:

The HDG Independence Day Commission, PO Box 8, Havre de Grace, Maryland 21078 or
email HdgJuly4th@gmail.com

_____ **Approved Date** _____ **Disapproved Date**

Vendor Signature: _____

City Representative

General Guidelines for Vendors

1. The Independence Day Commission will provide approval on a first come, first served basis.
2. All applications for (including payment of all fees) are requested 10 days before the date of the event, payment must be made prior to the day of the event or your application will be void.
3. Acceptance and placement of all vendors in the event will be made by the Independence Day Commission.
4. This is a rain or shine event. In the case of severe weather the event will be cancelled no later than 2 hours prior to the event start time. (12:00pm)
5. Vendors may park near the site to load and unload. However, vehicles must be parked out of the event area during the hours of the event. Set up for event begins at 2 p.m. and break down must be completed by 8:00 p.m.
6. All Vendor space must be attended during the hours the event is in operation. If an emergency arises and a vendor must close before the end of the event, all goods and equipment must be promptly removed from the event area, however, vehicle access to the event area in this circumstance will be at the discretion of the Independence Day Commission Event Coordinator.
7. Vendors participating in the event may set up in the road no further than the designated parking spaces in front of the establishments. This allows room in the middle of the street in case an emergency vehicle is needed.
8. Vendors shall be responsible for handling all their own security, cash, point of sale transaction and other financial dealings. The Independence Day Commission and The City of Havre de Grace assumes no responsibility for cash, merchandise, personal or business property which is lost, stolen or damaged during the course of the event.
9. Vendors shall refrain from disorderly conduct, antagonism, vocal and vitriolic criticism of other Vendors, the general public, or all volunteers and employees of the City of Havre de Grace during the course of the event. Any action on the part of any vendor which requires the intervention of the Havre de Grace Police or City Events Coordinator shall be deemed cause for immediate expulsion of said vendor subject to the discretion of the Independence Day Commission Event Coordinator and may result in omission in participating in future City-sponsored events.
10. Merchants with businesses within the area may bring merchandise out onto the street as an "extended store front" at no charge. Merchants in the district who wish to display or sell merchandise **not** normally carried in their stores, conduct "trunk sales", or sell novelty items must complete an application for approval and pay the fees noted on the form.
11. Vendors may, at their discretion, make marketing materials, advertising, artwork (either electronic or printed material) available to The Independence Day Commission for use in advance publicity for the event and its participants.
12. Any sale or dispensation of alcohol and/or food shall be governed by the regulations of the Harford County Liquor Control Board, the Harford County Health Department, or any licenses issued by said agency.
13. The Commission reserves the right to change or amend these regulations at any time with notice provided to all participants.