

MEDWAY PRIDE DAY BOOTH REGISTRATION

MAY 18, 2024 10:00 AM – 2:00 PM (Note Time Change)

Exhibit Booth: Fee Schedule Below

- * 12 x 10 space
- * No electricity
- * Supply your own table and tent.
- * Be sure to anchor tent.

Food Booth: \$100.00

- * 14 x 10 space
- * Access to electricity available - please bring your own cords.
- * One table provided, supply your own tent.
- * Must be pre-approved to prevent duplicates.

Name of Business/Organization: _____

Address: _____

Contact Person: _____

Phone No: _____ **E-mail:** _____

Check One: ☐ Exhibit Booth

\$40.00 Early Bird Discount if payment received by March 20th
\$50.00 if payment received by April 20th
\$60.00 if payment received between April 20th and May 1st
No late submissions accepted.

☐ Food Booth -- \$100.00 received no later than May 1st

Food to be sold: _____

Electricity needed: _____

You will be notified one week prior to confirm your designated space. Terms and conditions by the participants are as follow:

The designated exhibit area will be 12 feet across by 10 feet deep. Access to electricity is only available to pre-approved food booths. Displays will be set up between 8:00 a.m. - 9:30 a.m. Displays **must** stay up until 2:00 p.m. to avoid hazards. All display materials will be provided by the participant. In case of severe weather, the event will be canceled. No booth registration fees will be refunded due to inclement weather/cancellation. Participants will observe all school policies (i.e. no smoking, littering, etc.). There is a fee for returned checks of \$25. No refunds will be allowed after May 1st. All exhibitors (not just food booths) selling or giving away food or beverages (this includes baked goods) must have appropriate permits from the Board of Health and the Fire Department, if necessary. The Board of Health Inspector will be inspecting all booths handling food or beverages.

If you have questions, please contact Kristen Salera or email kristenannesalera@gmail.com.

Please return this form along with your check payable to the **Town of Medway** and send it to:

**Medway Pride Day Booth Registration
Town Hall, 155 Village Street
Medway, MA 02053**

On-line payment is now available through <http://www.townofmedway.org/treasurercollector>
Choose "Online Bill Payments" on the left hand side.