MEDWAY PRIDE DAY BOOTH REGISTRATION

**MAY 20, 2023 10:00 AM – 4:00 PM**

**Exhibit Booth:** Fee Schedule Below **Food Booth**: $100.00

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

**Name of Business/Organization:**

* 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

**Address:**

**Contact Person:**

**Phone No: E-mail:**

**Check One: \_**

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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

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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 **m ust** stay up until

4:00 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 Sarah Stone, sarahstone774@gmail.com or 774-254-1805.

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**](http://www.townofmedway.org/treasurercollector) **Choose “Online Bill Payments” on the left hand side**