



Dear Vendor,

Now is the time to reserve your space for the 2016 Pride in Plainfield Day. The Plainfield Business Association will be occupying Lions Park next to the Plainfield Town Hall for this event. Admission to the general public is free.

The event will host a car show, children's activities, hourly entertainment, live broadcast, zip line, food vendors and much more fun.

- Rates will be \$100.00 per 10'x 10' space.
- If you are interested in reserving a space, please fill out your application.
- Your application must be received no later than August 1, 2016. Payment must be submitted along with application no later than August 1, 2016.
- Vendors must provide their own pop-up tent, table & chairs.
- Vendor space will include electricity, if needed.
- Parking will be available for vendor members at Staples parking lot.
- All vendor vehicles must be off the track before 9:00 am (deadline for setup).
- Any remaining vehicles, large or small, will not be able to leave the grounds until closing time at 6:00 pm.

3 East Parkway, Plainfield, CT 06374  
[www.PlainfieldBA.org](http://www.PlainfieldBA.org)



## 2016 VENDOR CONTRACT & REGISTRATION FORM

Business Name: \_\_\_\_\_  
*(This is how your company name will appear in all advertising)*

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

Mailing Address (city, state, zip): \_\_\_\_\_

Phone : \_\_\_\_\_  Work  Home  Cell Fax Number: \_\_\_\_\_

Email (required): \_\_\_\_\_  
*(Please list all email addresses that you would like to be used for updates)*

Website (if any): \_\_\_\_\_

Business Type:  Registered Plainfield Business  Non-Profit Organization

Vendor Type:  Business Vendor  Food Vendor  Non-Profit  Cooking Team  
 Event Sponsor  Event Donation

Sponsor (if any): \_\_\_\_\_

Food (if selling, what? Be Specific): \_\_\_\_\_

2015 Vendor?:  Yes  No Need Power?:  Yes  No

Zone(s) and Booth Number(s) (Choice 1,2 and 3): \_\_\_\_\_

Description of Vendor space: \_\_\_\_\_  
\_\_\_\_\_

- A. **I understand that the Plainfield Business Association reserves the right to make all final decisions regarding the location of the Vendor space that I am leasing.**
- B. This registration form becomes the leasing contract between Vendor and the Plainfield Business Association, which is the "Management," and is subject to all terms and conditions outlined on the **reverse**.
- C. I have read and understand the TERMS AND CONDITIONS set forth, and agree to abide by all guidelines for the Plainfield Business Association 2016 Pride in Plainfield day. The Plainfield Business Association will not be responsible for any injury, loss, or damage that may occur to the Vendor, the Vendor's employees, or any property thereof, from any cause whatsoever, prior to, during, or subsequent to the period covered by the Vendor's Contract. By signing this agreement, Vendor expressly releases the foregoing name association, individuals, and committees, from any claims for any loss, damage, and/or injury.

**BE SURE TO SIGN BELOW, INITIAL REVERSE AND RETURN TO US.  
DO NOT LEAVE ANY BLANKS OR YOUR APPLICATION MAY BE DELAYED.**

Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

Amount Paid: \_\_\_\_\_ Check # \_\_\_\_\_

**Checks are to be made out to: Plainfield Business Association**

**Mail Registration Package along with payment to:** Plainfield Business Association  
3 East Parkway  
Plainfield, CT 06374

**FULL PAYMENT IS REQUIRED AT THE TIME OF REGISTRATION**

# TERMS AND CONDITIONS

## 1. USE OF SPACE:

- A. **Liability** – The Vendor is entirely responsible for the space leased.
- B. **Aisles** – The aisles remain strictly under control of management, and no signs, decorations, advertising materials, will be permitted except by special **written** permission of the Management. All exhibits and their personnel must remain within the confines of their own space and no Vendor will be permitted to erect signs or display products in such a manner as to obstruct the view of other Vendors. No interference with the space of another Vendor will be permitted.
- C. **Space** – The space contracted is to be used solely for Vendor whose name appears on the Contract, and it is agreed that Vendors will not assign any portion of the same without the **written** consent of Management. **In the event Vendor fails to occupy or use his space or have his exhibit completed and in place before the deadline on Saturday, 9:00am, the Vendor will forfeit all rights to that space and all prepaid fees.**

## 2. RULES FOR VENDORS:

- A. **Vendor Space** – All tents, materials for space decorations, tables and chairs are the responsibility of the Vendor.
- B. **Installation** – Any special carpentry, wiring, electrical, gas, or water shall be installed at Vendor's expense.
- C. **Vehicles** - All vendor vehicles must be off the track before 9:00am (deadline for setup).

\_\_\_\_\_ **MUST HAVE INITIALS**

- D. **Licenses** – Any and all Municipal licenses, permits and/or inspections required by law of any Vendor, shall be obtained by the Vendor at his own expense prior to the opening of the event.
  - E. **Rights of Management** – The management shall not be liable for any damages or expense incurred by Vendors in the event the event is delayed, interrupted, or not held as scheduled. **The Vendor fee of \$100.00 will be refunded to Vendor in the event of cancellation due to severe weather conditions.**
3. **SECURITY** – We wish to provide a safe event. Management is not financially liable for the losses or disappearance of property of any kind. We recommend that you contact your insurance company to confirm proper coverage of exhibit materials. The Plainfield Business Association will not be responsible for items left unattended.
4. **LIABILITY** – The Plainfield Business Association will not be responsible for any injury, loss, or damage that may occur to the Vendor, the Vendor's employee, or property thereof, from any cause whatsoever. **The Vendor must provide a Certificate of Insurance along with their Registration Form.**
5. **PAYMENT** – **Vendor space must be paid in full along with your completed Registration Form no later than July 1, 2016.** Any Vendor space which has not been paid in full along with the completed Registration Form, unless other arrangements have been made, may be sold to another vendor.
6. **CANCELLATION** – If the Vendor is unable to occupy his space for any reason; cancellation must be made in writing to the Plainfield Business Association, no later than July 13, 2016 All cancellations are subject to a \$25.00 cancellation fee, and if the Management is unable to re-sell the space, no amount will be refunded. The Management will make every effort to re-sell the cancelled space. Once the space has been re-sold, refunds will be available after August 6, 2016. No verbal cancellations will be accepted.

**NO LATE ARRIVALS OR EARLY MOVE OUTS WILL BE PERMITTED!**

\_\_\_\_\_ **Initials**



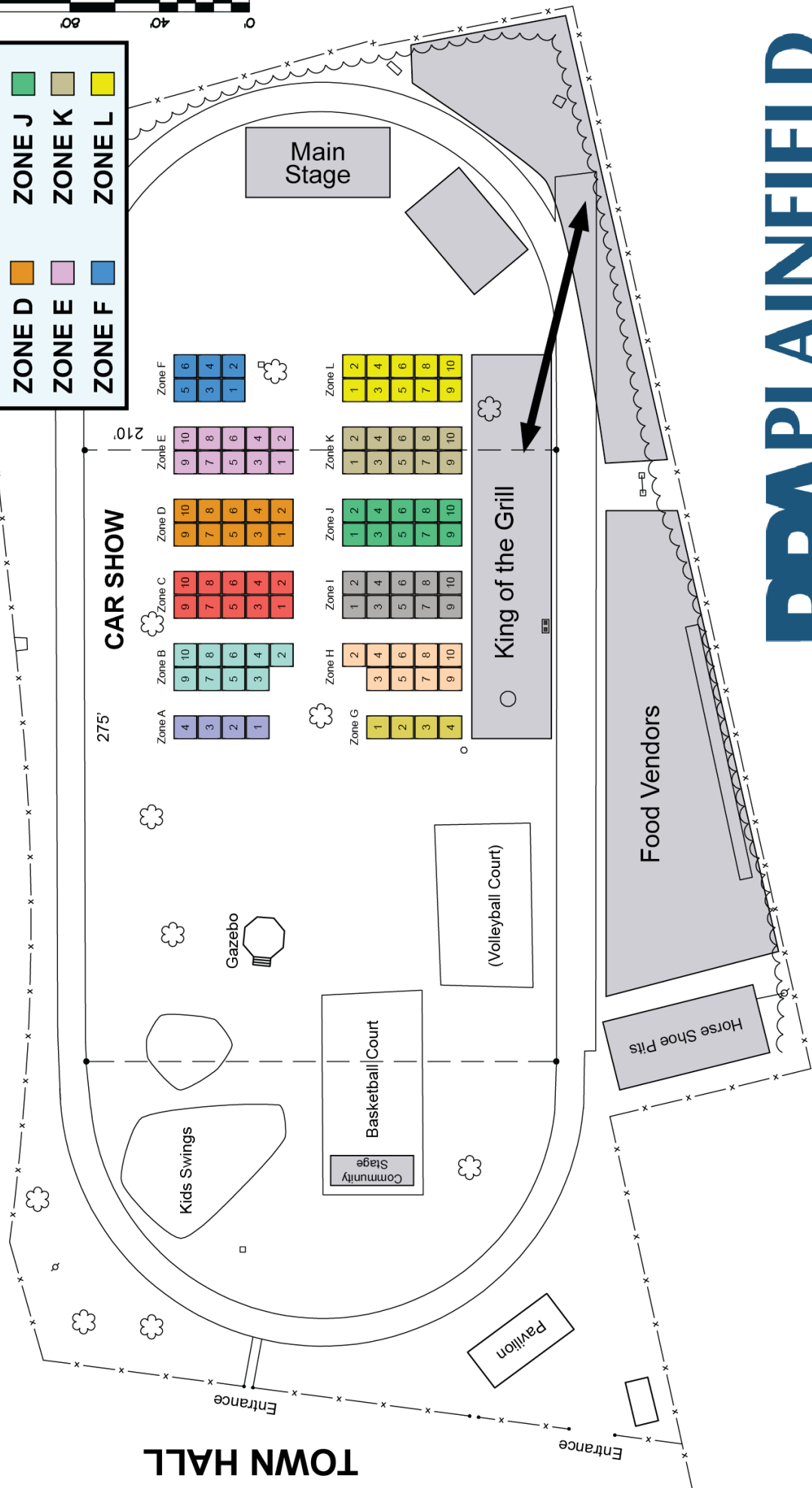
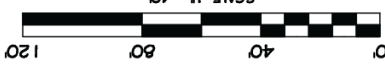
# Pride in Plainfield 2016

Saturday - August 6th from 11am - 6pm

Plainfield Town Hall - Lions Park

**Business Vendors Key**

ZONE A	ZONE B	ZONE C	ZONE D	ZONE E	ZONE F	ZONE G	ZONE H	ZONE I	ZONE J	ZONE K	ZONE L
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**PBA PLAINFIELD**  
**BUSINESS ASSOCIATION**  
 Focused On Bringing The Community Together

Vendor packages available at [www.PlainfieldBusinessAssociation.org](http://www.PlainfieldBusinessAssociation.org)