

# 2023 BLUEBERRY FESTIVAL

Charlton Arts & Activities Center  
4 Dresser Hill Road, Charlton, MA, 01507  
Charlton.aac@gmail.com

Sunday, July 30, 2023  
10am - 4pm

## VENDOR APPLICATION

To ensure a diverse offering to attendees, applications will be reviewed for acceptance.

**DEADLINES: Applications and fee must be received by:**

**May 01, 2023: Food Trucks**

**June 01, 2023: Craft Vendors/NonProfits**

- Food Truck vendors will be notified of acceptance by May 15th, and checks will be cashed by June 15th
- All other vendors will be notified of acceptance by June 15th; respective checks will be cashed by July 15th.
- Checks will be voided/returned if you are not chosen to participate.
- Once checks are cashed, fees cannot be refunded.

### Vendor Fees (per 12'x12' space)

Food Truck: \$40/space # of spaces \_\_\_\_\_

Craft Vendor: \$25/space # of spaces \_\_\_\_\_

Non-Profit\* (selling): \$15/space # of spaces \_\_\_\_\_

Non-Profit\* (information-only booth, 1 space limit): \$0 \_\_\_\_\_

\*Non-Profits must provide 501c3 or Tax ID# \_\_\_\_\_

Checks are payable to the **Town of Charlton.**

Mail to: **Charlton Arts and Activities Center attn: Blueberry Festival**

**4 Dresser Hill Road, Charlton, MA 01507.**

Amount Enclosed: \_\_\_\_\_

### **Vendor Information**

Contact Name: \_\_\_\_\_ dba/BusinessName: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

Website or FaceBookPage: \_\_\_\_\_

### Specifications to facilitate approval:

Crafters and Nonprofit: Please describe your organization or merchandise (photos are encouraged)

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Food Vendors: Please provide a menu of items to be served at the festival.

**(All vendors: Please see page 2)**

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Additional Information for Craft or other Booth Vendors:

Booth space is approximately 12'x12'.

Vendors are responsible for their own tents, tables, levelers, chairs, set-up, breakdown, etc.

Please note this is an open field with typical grade variations. Access to the field involves a short hill. Vehicles are NOT allowed on the field.

Vendor parking is offsite during the operating hours of the event. Please arrange booth coverage while parking your vehicle at the alternate location (Charlton Elementary School lot).

Set-up: Please **arrive after 7am**; set-up must be complete by 9am the day of the event (Sun).

\_\_\_\_ Check and email us at Charlton.aac@gmail.com if you would like to set up the day prior (Sat), to coordinate a time, so that we may be present to direct you. The Activities Council is not responsible for items left overnight.

Additional Information for Food Trucks:

Vendors must obtain the required **permit from the Charlton Board of Health**.

Vendors requiring electricity must provide their own generator. We cannot provide electricity.

Food Trucks will be located on the gravel driveway.

I hereby agree to abide by the rules and regulations of the Charlton Arts and Activities Center Blueberry Festival application process. I understand and agree that there will be no refunds once I have been chosen as a qualified vendor for this event, and the decisions of the festival committee are final. Further, I hereby release and forever discharge the Charlton Arts and Activities Center, and their agents and representatives, from any responsibility and personal liability for vendor loss, claims, or damage arising out of or in connection with this festival. I understand that alcoholic beverages are not permitted on the premises and that violation of this rule will result in dismissal from the event.

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Signature

Date

Date Application received by CAAC:

Date Vendor Notified of Acceptance Status: