

# 2024 Maine Lobster Festival

## RETURNING Commercial Vendor Application

### Non-Food Vendors

**THIS APPLICATION IS NOT FOR THE ARTS AND CRAFT TENT, NEW VENDORS, OR FOOD VENDORS.**

We are looking forward to our 77<sup>th</sup> Celebration of the Maine Lobster Festival July 31 - August 4, 2024.

The **2024** pricing for our Commercial Vendors is **\$8.50** per square foot (a 10x10 space is \$850.00 for 5 days).

**NEW: As of 2024, all Commercial Vendors will be placed outside as we will no longer have the physical Marketplace Tent. Please refer to equipment requirements.**

With the removal of the Marketplace Tent, our **outside area** spans most of the festival grounds and includes a variety of food trucks and commercial vendors. Vendors should plan to only have access via the front of their space and should not plan for walk around space unless you are purchasing additional square footage. Lastly, ensure your square footage includes your depth. This will determine where are able to place you due to location restrictions.

### **Equipment Requirements**

You will be required to provide your own tent, anchor weights, and surrounding walls in the event of inclement weather. Our spaces will be located on pavement or grass. Each space has access to power; however, you will need to provide your own extension cords.

If you are purchasing vendor space for a vending truck or trailer, you must include the tongue length in your overall space needs.

- Example, if you are purchasing a 10X10 space, your entire trailer/truck including the tongue, bumper extensions, etc. must fit within the 10x10 space. If it does not, you must purchase additional space. Please measure your trailer at the longest point and request the size location to accommodate your needs.

If you require space for a service trailer, you need to purchase that space as the same square footage price. We do not have additional space behind your tent to store storage trailers. Off-site parking is available at several different independent lots at varying prices for the week.

### **Set Up Time**

General set up will start on Tuesday, July 30 at 10 a.m., however additional times will be communicated directly to vendors leading up to the event. We kindly ask that you **do not** arrive earlier than that as there is a lot of activity on the festival grounds that needs to occur prior to vendors setting up. The exception to this is if you have a vending trailer. We kindly ask that trailers and trucks be in place on **Monday, July 29<sup>th</sup>**. Once vendors start to set up their tents, it is nearly impossible to maneuver a trailer into place. We have limited space, and we are usually filled to capacity.

It is our goal to provide you the best location available; however, we do reserve the right to move your location prior to you setting up if there are situations that we cannot avoid. We may not be able to honor special requests as placement is determined using many factors.

## **DEPOSIT**

To reserve your space, we will require a non-refundable **\$250.00**. This initial deposit must be made by a credit or debit card to secure your space. We will process your payment by April 1<sup>st</sup>. A Final invoice will be sent from our Treasure's office and will be due in full by July 1<sup>st</sup>. Spaces that are not paid for in time will be forfeited and deposits will not be returned.

Once we receive your contract and space details, we will inform you of your approval via email and send you an invoice for a deposit via Quickbook payments. You can submit your insurance and seller's certificates once you have received your approval information.

We try to ensure that there is limited overlap in products sold to allow our vendors the best opportunity to sell their products; however, we cannot guarantee, nor will we commit that another vendor is not selling a similar product. We will do our best to appropriately space apart similar vendors, but with a limited space, it is often not possible.

Please do not list "Misc." on your application, we need to know specifically what you plan on selling at the Festival. As a vendor, we recommend you provide us with **pictures** of your items and your booth set up, if available. Vendors selling multiple products such as shirts, hats, sunglasses, etc. must understand that similar products will be sold by other vendors. It is up to the decision of the festival as to what products we will allow to be sold on the premises.

We provide basic electrical needs up to **700 watts** of power during your stay with us. If you will be using more than 700 watts, there is an additional \$150 charge for the 5 days. Vendors that require special connections or separate electrical set ups will need to work directly with our Electrician to establish this service and you will be responsible for payment directly to the electrician.

Once you have completed your application, please mail or email a copy with your deposit information:

**MLF Vendor Committee**

**PO Box 552**

**Rockland, ME 04841**

**Applications can also be scanned and emailed to [vendor@mainelobsterfestival.com](mailto:vendor@mainelobsterfestival.com)**

We will respond as quickly as possible once we receive your application, but please understand the festival is completely run by volunteers that have other full-time jobs, so we are sometimes not able to respond as quickly as you would like.

Thanks, and we look forward to working with you.

Maine Lobster Festival Committee

2024 MAINE LOBSTER FESTIVAL  
RETURNING COMMERCIAL VENDOR CONTRACT (NON FOOD)

All information below must be completed before approval. Please write neatly!

**PLEASE PRINT NEATLY:**

Name of business or organization \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ E-mail \_\_\_\_\_

Products to be sold: Provide a description of the item(s) you plan to sell at the event.

---

---

---

---

Do you have necessary permits/licenses and insurance? \_\_\_\_\_

**Electrical: (700 watts automatically provided) Additional Electric Needs are \$150.00**

Total Wattage Expected \_\_\_\_\_

Space you require: W \_\_\_\_\_ ft. (X) D \_\_\_\_\_ ft. = \_\_\_\_\_ sq. ft X **\$8.50 per sq. ft.** = \_\_\_\_\_  
Additional Electrical Needs (Above 700 watts is \$150) \_\_\_\_\_  
Total \_\_\_\_\_

**All Deposits will be processed by July 1<sup>st</sup>. An invoice for the remaining balance will be sent from our Treasurer's office with payment details. If you choose to make your final payment by check, please note there is a \$50.00 return check fee for any payments that we are unable to process.**

Name of Vendor \_\_\_\_\_

I have read the contract and agree to the terms as stated above. It is understood that before setting up the contract is to be paid in full. No vendor will be allowed on grounds without proof of insurance; **Rockland Festival Corporation** must be named as additional insured. The Lessee is responsible for obtaining all Sales tax and vendor permits as needed. The Lessee agrees to indemnify, save, and hold harmless of and from all claims, demands, causes of action, liability, and expense, including reasonable attorney's fees, in connection with loss of life, personal injury or damage to personal property arising during the term of this lease, or leased premises, to the extent that the same is caused by any act or omission of Lessee.

Signature \_\_\_\_\_ Date \_\_\_\_\_