



# APPLICATION

BUSINESS/RETAIL & RESIDENT

**SUNDAY, JUNE 12<sup>TH</sup>, 2022**

**9 AM - 3 PM**

RAIN DATE JUNE 26<sup>TH</sup>, 2022

Business or Individual Name:		
Address:		
City:	State:	Zip:
Cell Phone:	Biz Phone:	
Email:		
Credit Card #:	EXP Date:	CVV:
Billing Zip code:	Sales Tax ID / EIN:	
Vendors, Please list all items to be sold below and all companies to be represented:		

## EACH BOOTH SPACE IS 15' X 15' ▪ CBA PROVIDES BOOTH SPACE ONLY

\*\* SPECIAL ACCOMMODATION SITES MAY BE AVAILABLE, EMAIL FOR DETAILS AND PRICING

RESIDENT SPACES ARE LIMITED TO SELLING TAG SALE ITEMS ONLY: NO BUSINESS ITEMS!

ALL FEES INCLUDE USE OF DUMPSTER. SEE RULES FOR LIMITATIONS AND UNACCEPTED ITEMS.

	Before May 1	May 1 - June 8	After June 8	# Of Spaces	Sub total
Business/ Retail ( <b>CBA Member</b> ) (Discount applies to first booth only) \$75 per additional booth	<b>\$35</b>	<b>\$80</b>	<b>\$90</b>		
Business/ Retail ( <b>NON-CBA Member</b> )	<b>\$75</b>	<b>\$85</b>	<b>\$100</b>		
Local Resident <b>Tag Sale Items ONLY</b>	<b>\$35</b>	<b>\$45</b>	<b>\$45</b>		
+ Site with access to 110 AMP Electrical Outlet	<b>\$40</b>	<b>\$40</b>	<b>\$40</b>		
**Special Accommodation	<b>Info@ColchesterCTBusiness.com</b> For more Information				

I have read the attached letter and agree to abide by all conditions.

Print Name:

Date:

Signature:

Please mail applications to: CBA PO Box 453, Colchester, CT 06415

Or send via email to Info@ColchesterCTBusiness.com

Make checks out to the Colchester Business Association

## Dear 2022 Colchester On The Green Participant,

The Colchester Business Association is thrilled to host the 40th Annual "Colchester on the Green" - Tag Sale, Craft, and Business Expo on Sunday, June 12, 2022 from 9 a.m. to 3 p.m. The event will be held on the Colchester Town Green, 98 Hayward Avenue. Should it rain prior to the event, restricting setup or saturating the green and compromising its integrity, a rain date has been scheduled for Sunday, June 26. Look for weather-related updates on the CBA website, on our Facebook page, or email [info@ColchesterCTBusiness.com](mailto:info@ColchesterCTBusiness.com). The CBA reserves the right to cancel the event at any time in its duration should the weather conditions become severe. **Every effort will be made to hold the event as planned, and as such, event participation fees are nonrefundable.**

The following are the Colchester on the Green Committee's primary policies. Please read them carefully. If you have any questions, please contact the CBA at [info@ColchesterCTBusiness.com](mailto:info@ColchesterCTBusiness.com)

- **There are no guaranteed space assignments.** We will do our best to accommodate special requests. Please submit your request in writing with your application.
- You may pay for your booth(s) with a check or credit card.
- All booth assignments will be emailed to the email address on your application late in May and will serve as your confirmation. If you prefer a mailed confirmation, please include a self-addressed stamped envelope with your application. All booth assignments are subject to change. Please check with the gate attendant upon entering the Colchester Green to confirm.
- **PLEASE BRING A PRINTED COPY OF YOUR APPLICATION AND CONFIRMATION TO THE EVENT AND PRESENT IT TO THE GATE ATTENDANT UPON ARRIVAL.**
- All sales and solicitation will be limited to booth space. Roaming vendors are prohibited.
- **No food, food samples, beverage or water items may be sold or given away without a food vendor permit.** If you are selling or giving away food items, please contact Chatham Health District to acquire all permits needed: (860) 537-7214, or main office (860) 365-0884. Applications can be found at [www.chathamhealth.org](http://www.chathamhealth.org). A food permit is required.
- A sales tax I.D. Number is required by the state; please provide the number on the application.
- All participants must follow committee guidelines for traffic flow on the Town Green during set-up and breakdown. These guidelines include the following:
  1. **Vehicles will be allowed on the town green from 6:30-8:00 a.m. for drop-off ONLY.** Please be aware curbing around the green will limit vehicle access to marked entrances ONLY.
  2. **All vendors are required to park at Colchester Town Hall, 127 Norwich Avenue.**
  3. **All vehicles must be off the town green by 8:30 a.m.** No vehicles will be allowed to enter the town green after that time. No vehicles will be allowed to enter or exit the green during the event.
  4. **No vehicles will be permitted to enter or exit the town green before 3:00 p.m.** All spaces must be cleaned up and all vehicles off the green by 5:00 p.m.
- **Tents MUST be no larger than 15' x 15' per booth space.** If needed, you may purchase multiple booths. Tent stakes must not protrude into the aisles for safety reasons. All tents must be fire rated.
- The Colchester on the Green Committee reserves the right to refuse entry and/or require the departure of any vendor who refuses to comply with the event rules or who exhibits inappropriate behavior. **All decisions of the Committee are to be considered final.** Violation of event rules will result in denial of participation in future year events.

**Thank you for your anticipated cooperation. We look forward to another fantastic Tag Sale on the Green! - The Colchester on the Green Committee**