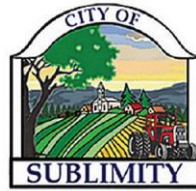


245 Johnson St.
Sublimity, OR 97385



503-769-5475
Fax 503-769-2206

City of Sublimity

APPLICATION FORM FIRST TUESDAY VENDOR

Business Name: _____

Contact Person: _____

Phone: _____ E-Mail: _____

Mailing: _____

Description of Vendor Product: _____

Event Dates: *check boxes that apply:* July 3rd [] August 7th [] Both dates []

Please select a booth size (\$20 for each 10x10)

10x10 [] 10x20 [] Other [] COST: # of dates _____ x # of spaces _____ x \$20 = Total Due \$ _____

*NO REFUNDS - *proceeds from space fees go toward our City Parks & Community Events*

Send forms with payment to:

*City of Sublimity
Attn: First Tuesdays in the park
PO Box 146
Sublimity, OR 97385*

- Arts & Crafts must be made by the applicant • All products must be safe and **family friendly**
- Food vendors must have appropriate permits from Marion County Health Dept
- Vendors to provide their own tents, chairs, and tables • Vendors are responsible for their own insurance
- Submission of application does not guarantee acceptance • Nothing prohibited by law
- Age restricted (meaning no liquor, weapons, drugs or adult material of any kind)

I hereby apply for a vendor space at the Sublimity First Tuesday. I have read this application in its entirety and understand the provisions for vendors. I agree to comply with all conditions set forth. I release and hold harmless the City of Sublimity and any associated entities from any and all liability, including, but not limited to theft, personal injury, acts of war or acts of God. I understand that this application does not guarantee a space in the event. I understand that acceptance to the event does not guarantee me sales.

Applicant Signature: _____ Date: _____

245 Johnson St.
Sublimity, OR 97385



503-769-5475
Fax 503-769-2206

City of Sublimity

Thank you for being part of our 2018 “FIRST TUESDAYS!”

Here are some guidelines that will help make everything run smoothly:

Set up begins at 4pm and we ask that you have your booth setup and all vehicles removed by 4:45pm (see vendor parking below). Doors open to the public at 5:00 PM but sometimes people will wander through early.

Space Location: Please check in with the event coordinators as soon as you arrive and they will let you know where your assigned spot is located.

Vendor Parking: You must park at least one block away, so that we leave close parking for your customers. We appreciate your cooperation.

- You may pull into the market area to unload at your space
- Unload your product and move your vehicle out of the market area
- Vehicles will not be allowed in market area after 8:30am
- Park at least one block away for market area
- Then set up your booth

No Early Teardown:

- No tear down before 3pm.
- Vehicles will be allowed into the market area to load until 3:01pm.
- We have advertised that booths will be open until 3pm and need to make sure that we honor that.

Advertising: Our events will be promoted through signs, flyers, social media, staytonevents.com and our city website. Please tell everyone you know and share on your Facebook page. If you have photos you would like to add to our Facebook page, please share!

Contact:

City of Sublimity

503-769-5475

information@cityofsublimity.org