Harrisburg's Old Fashioned
4th of July Celebration

Monday, July 4, 2016
2016 Theme: 'Harrisburg 150th ~ Past & Present"

*VENDOR APPLICATION FEES:

*Riverfront Premium Booth $135(All day + Power) ☐
*Riverfront Booth $100 (All day/No Power, in front of City Hall) ☐
*Regular Booth $90 (All day/no power, Smith St.) ☐
*Children's Events Booth $65 (no power; 10:00 – 5:00/7:00) ☐
*Parade only $45 (Only two roaming carts allowed per vendor) ☐
The Marketplace (No food booths allowed, 10:00 – 6:00) $35 ☐

Application Deadline: June 20th for advertising inclusion

Premium booths face onto 1st St and Riverfront Park, and are determined by seniority with the Harrisburg Festival and Events Association (HFEA). If you would like to obtain a premium booth, please remit two checks, one for $100, and one for $35. The $35 will be returned to you if we are unable to provide you with a premium booth. Please mail your application and check(s) made out to H.F.E.A., PO Box 178, Harrisburg, OR 97446.

*****All Vendors for any space other than the Marketplace, must provide a Certificate of Liability Insurance showing the City of Harrisburg, and the HFEA as Additional Insured's, in the amount of $100,000. Deadline: July 1, 2015 (Marketplace Vendors must sign a waiver by July 1, 2016)**

Name of Organization: _____

Product or activity: _____

Contact Person: _____
Telephone/Cell: _____
Email Address: _____
Mailing Address: _____

Vendor booths are provided on a first come/first served basis, and **on a seniority basis for premium booths**. All forms must be received by June 20th, 2016 to be included with advertising. You are responsible for removing your own garbage. Quiet & non-noxious generators **only** are allowed for non-power booths. **All food booths are required to obtain a Linn County temporary restaurant license. Contact Linn County Environmental Health, at 541-967-3821.** No booth chairs, tables or shade/covers are provided; you must bring your own.

More Information on the back of this form….

Vendors may not operate in any area of the City without first making arrangements with the HFEA. Operating a business other than as an established commercial business selling the same merchandise is not allowed, and could be fined by the City, requiring your presence in Municipal Court.

Because our venue is so small, **we do not allow 'repeats' of food types**. We do allow variations in food, such as gourmet ice-cream vs. waffle cones vs. soft serve. (We try to separate these booths as much as possible). Food Vendors new to our venue should have a back-up food option if we already have a food vendor serving what you were planning to serve. Remember, first come/first served, for everything except the Premium Booths!

Vendor Locations:

Riverfront Park & Smith St.: This location includes the premium booths, as well as regular vendor booths. There are also 3 Riverfront booths, in front of City Hall. They are directly across/behind from where the crowds are watching the concerts or fireworks. The concerts in the gazebo attract a lot of people throughout the day, as well as the fireworks being visible from the riverbank at the end of the evening. Booth areas are generally 18 x 10, and are located in the street itself. Premium booths only, have power available to them. (The three Riverfront booths @ $100 have no power.) Hours are 10:00 to fireworks. Please be aware that due to numerous complaints, people pulling carts and selling water or other items throughout town, will no longer be allowed in **any** of the event areas. (Riverfront/1st St to 7th St., Smith to Macy.) Any vendor booth is allowed to have two roamers in the parade, at no extra charge. (Parade rules apply) No 'roamers' are allowed in Riverfront Park, and groups selling tickets for events will be limited to only two at a time in the parks, and must specifically indicate/advertise what the tickets are for. *Due to creating a food court set up in the parking lot, parking will be moved to a different area in 2016; power booths will be able to park one unit behind their booths.*

Children's Events/Skatepark: This location is at 6th & Smith St. The Skatepark in this area is one of Oregon's premier skateparks, and has the potential of attracting a ton of people! The Kids games, after the parade, are a huge attraction for families. The parade also passes down Smith St. next to this location. Because of the Skatepark, we are giving vendors the option of being open later. Booths are located on the grass field behind the Skatepark, and next to the kid's games. We are giving the vendors the option of staying open later if they are getting enough business to support it. We do allow 'repeats' of food at this location, (as opposed to those in the main Riverfront area) because it is 5 to 6 blocks from the main vendor booths. The hours are 10:00 to 5:00 or to 7:00. Booths may stay open later if they wish.

The Marketplace: This will be located ***in Smith St***. near the post office, at 2nd & Smith St. These booth spaces are roughly 10 x 10 or 10 x 15. No traditional food booths will be allowed in this location, and only craft items, or traditional flea market offerings will be allowed. The hours are 10 – 6.

More information/details in regards to our event will be mailed to you in June. We appreciate your time and involvement with the HFEA, and hope that you have a successful event! Questions may be directed to Michele Eldridge, at 541-995-6655, or you may email Michele at meldridge@ci.harrisburg.or.us.