

COPY OR PRINT



2024

Vendor Registration Form

Event Details:

- Location: Middleboro Elks, 24 High St, Middleboro, MA
- Date: November 17, 2024 Rain or Shine (event may be moved indoors in the event of inclement weather)
- Vendor registration fee is \$20.00 plus a raffle item per 10'x10' booth for vendors. ALL PROCEEDS ARE TO BENEFIT THE MIDDLEBORO ELKS VETERANS FUND (This includes one BBQ dinner to the vendor as well as access to the festival; additional meals available for additional fee).

To register as a vendor:

- Complete the Vendor Registration Form.
 - Email to elks1274rwb@gmail.com
 - Submit in person at lounge at the Elks
 - Snail mail to address above
- Pay for your vendor spot.
 - Payment must be received 30 days before the event or you will forfeit your spot for the event.
 - Payment Options:
 - Checks payable to The Middleboro Elks *please note RWBvendor in memo line
 - Venmo at @Laura-Oconnor-26 *please note red white and blues festival and your name in comment
 - If you choose to pay via venmo, be sure to submit the online vendor registration form.
 - If you snail mail us your payment, please include this vendor registration form.

Please NOTE:

- Reservations will not be confirmed without payment and are non-refundable if the vendor cancels.
- Fees will not be refunded for any reason or if a vendor drops out of the event.

Vendor Information (please complete)

| | |
|--------|--|
| Name: | |
| Phone: | |
| Email: | |

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| Please add your address for any of these social media outlets you use so we can tag you in our event posts. | |
| TikTok: | |
| Instagram: | |
| Facebook: | |
| X (formerly Twitter): | |
| Snapchat: | |
| Please describe the products or offerings at your booth during the event. | |
| | |
| <i>Please send color photos of the products you plan to sell to email above.</i> | |

Vendor Terms and Conditions:

- Vendors must bring their own tables and chairs and tents. Tables can be no more than 10x10 in size for the lawn. We recommend tables have floor length fabric or covers.
- Vendors may check in 2 HOURS PRIOR. (Please do not arrive any earlier.)
- Vendors will not be permitted to break down and leave the event earlier than the ending time.
- Everyone (but the sound company) working at the event is a volunteer.
- Vendors are strongly encouraged to promote the event on social media. There is a Save the Date posted now on the Elks Facebook with the poster image.
- Payment must be received 30 days before the event or you will forfeit your spot for the event.
- Cancellations must be received in writing 7 days in advance of the event. Refunds will be issued up to 30 days before the event. Credit for a future event will be given up to 7 days in advance of the event. No refunds will be issued after this point.
- We do not reimburse for heat or rain. Event may be moved indoors in the event of inclement weather.
- There is no electricity for vendors on the lawn. Bring battery operated lights if needed.

Vendor Acknowledgement and Signature

I agree to the Terms and Conditions in this Vendor Registration Form. I release The Middleboro Elks Lodge 1274 from any responsibility for theft, damage or loss.

Signature :

Date: