

FAIR APPLICATION
BEDFORD DAY, SEPTEMBER 25, 2010
FAIR: 10:00 a.m. - 3:00 p.m.

Please return this form with a check payable to "Town of Bedford" to the Bedford Recreation Department by Friday, August 13, 2010. Late applicants will be assigned spaces only if there are cancellations.

Please note that fair fees are **nonrefundable**.

Severe Storm Date: The Town of Bedford Bedford Day Fair and Parade are held rain or shine. If we encounter weather that is severe and threatens the safety of participants, the events will be postponed to the Saturday following the regularly scheduled Bedford Day. The decision to postpone would be made by 8:30 a.m. on the regularly scheduled Bedford Day and the information would be posted on the Recreation website (www.bedfordrecreation.org) and recorded on the Recreation Department answering announcement (781-275-1392).

Set up: 8:00 a.m. - 10:00 a.m. Vehicles will not be permitted on Mudge Way after 10:00 a.m.

Take down: 3:00 participants pack, carry out by foot
3:30 Mudge Way opens, participants load vehicles from booth spaces if necessary (*no vehicles before 3:30 p.m.*)

FAIR:

Group/Organization: _____

Name/Representative: _____

Address: _____

Evening Phone: _____ Day Phone: _____

(Evening Phone will be primary contact number and will be called if there is a fair postponement)

E-mail: _____

NEW: Booth spaces are approx. 12' x 15' (12' wide by 15' deep)

Check space desired: Non-profit (\$15/space) 1 space ____ 2 spaces ____

Bedford For Profit (\$60/space) 1 space ____ 2 spaces ____

Non-Bedford For Profit (\$100/space) 1 space ____ 2 spaces ____

"For Profit" groups **may not sell** goods or services at the Bedford Day Fair. "For Profits" may distribute promotional material and free items.

Space assignment prioritization:

-Bedford-serving non-profit groups with special requirements (electricity, water hook-up, association with another organization, etc.)

-Bedford-serving non-profit groups

-Bedford-based for profit groups*

-Non-Bedford-based for profit groups*

We cannot guarantee that any groups will be assigned to former space.

***Spaces are limited. For profit groups are not guaranteed space at the fair.**

Per order of the Bedford Code Enforcement Department, all tarps and tents must be fire retardant (manufacturer's label to this effect must be visible).

Description of fair activity:

Electricity required? Yes ___ No ___ Electrical connection fee: \$10.

(Electricity will not be provided unless it is requested on this form. Electricity will not be provided in wet or rainy weather.)

Will food be sold? Yes ___ No ___

Any group selling food must contact the Bedford Board Of Health for guidelines, 781 - 275 - 6507. Codes will be strongly enforced and closely monitored.

Will music be played? Yes ___ No ___

Groups playing music will be assigned away from the fair band and only in spaces deemed appropriate for music. It is possible that some requests to play music will be denied if there are too many groups requesting.

RAFFLE: Yes ___ No ___ Raffle permits must be obtained from the Bedford Town Clerk, 781-275-0083.

PARADE

Please note that if your organization would like to participate in the parade, a separate Parade Application form must be submitted to the Recreation Department by August 13, 2010.

RIDES

Description of rides:

Insurance Policy/Carrier:

(Insurance is mandatory for rides)

You will receive confirmation that your application has been received. Again, there is no guarantee that for profit groups will receive space; this determination will be made by September 10, 2010. Applications that can not be fulfilled will be returned to the applicants

at that time. Booth assignments will appear in the "*Bedford Minuteman*" the Thursday prior to Bedford Day.

We would welcome assistance with the Bedford Day Parade. Please let us know if you are able to help!

Name:

Phone:

E-mail:

Please return this form with a check payable to "Town of Bedford" to the Bedford Recreation Department by Friday, August 13, 2010. Late applicants will be assigned spaces only if there are cancellations.

Bedford Recreation Department

12 Mudge Way

Bedford, MA 01730