



- FallFest 2022 – September 16-18
 SpringFest 2023 – May 12-14 FallFest 2023 – September 15-17

Venue: Misquamicut State Beach 257 Atlantic Avenue, Westerly, RI 02891
Hours of Operation: Friday: 5pm – 11pm, Saturday: 11am – 11pm, Sunday: 11am – 5pm

Business Name _____

Contact _____ Email _____

Address _____

City _____ State _____ Zip _____

On Site Name/Contact Phone _____ Cell _____

Please complete this form and return it to us with a copy the below paperwork, a specific list and pictures of items being sold. Entry Fees are non-refundable, no exceptions. For assistance with permits or any festival questions, you can contact Amanda at 401-743-9561 (cell) / amandareese21@gmail.com or 401-322-1026 (office).

Do you have a RI Sales Tax permit? _____ *Yes (permit #)* _____ *Need to obtain at event*
Do you have a RI Litter permit? _____ *Yes (permit #)* _____ *Need to obtain at event*
Do you have a RI DOH permit? _____ *Yes (permit #)* _____ *Need to obtain prior to event*
Is your insurance certificate enclosed? _____ *Yes* _____ *No (Check out Cover Wallet n Aon Company for insurance prices)*

Circle the size of your set-up including any overhangs:

	10' x 10'	10' x 15'	10' x 20'	Other
Arts & Crafts	\$125	\$200	\$300	
Commercial	\$295	\$395	\$495	
Food	\$595	\$795	\$995	

Everything must be contained in this area.

You are required to weigh down your tent with 55lbs. per leg, cinderblocks or sandbags will be allowed, stakes and holes are not allowed in the pavement.

There will be a \$150 Clean-up/Early exit fee. Please include a **separate check** for \$150. This check will not be cashed and will be returned to you when you leave Sunday at 5pm. If you leave early **any** night before closing, do not show up or do not clean up your area, the MBA will cash this check.

Do you need running water? _____ Yes _____ No
 Do you need power? _____ 110 _____ 220 How many outlets _____



110 Power is included in the booth fee. If you require 220 power, there will be an additional charge of **\$125** for the weekend per unit. List what type of equipment you will need to plug in, including amps of each item. If you require more than 20 amps you are required to get 220 power. All 220 power we require that you send a picture of the plug at least 7 days in advance, or you will not be able to hook up. All trailers are required to have GFI outlets installed. There will be **NO POWER until noon on Friday**. The generator will be turned off 1 hour after the event is over on Sunday. If you come with bare wires or need an adapter from the power company, you must give the power company a \$75 deposit which will be returned when the adapter is returned.

Arts/Crafts & Commercial Vendors: Please send a list with a specific description of all items that you are requesting to sell, email general pictures of the items to amandareese21@gmail.com. If items are not listed the promoter has the right to tell you to remove from show. The MBA also holds the right to decide whether you are a craft vendor - all crafts need to be handmade.

Food Vendors: Please send a full list of all food being sold, if they are not listed the Department of Health & MBA reserves the right to not allow you to sell those items.

Application agreement to MBA event guidelines:

I will be responsible for setting up and removing my exhibit, removing all trash, and using the dumpsters/recycling provided. I will remove my equipment and display no later than Monday by midnight. The Misquamicut Business Association reserves the right to decline acceptance of any application or ask any vendor to leave the festival if they have misrepresented information on this application

Arts/Crafts & Commercial Vendors: I am responsible for providing a RI Sales Tax Permit and insurance.

Food Vendors: I am responsible for providing a RI Department of Health Mobile Food Unit Permit, a RI permit to make sales, a RI Litter Control Permit and insurance. If you have a food truck a MFE is required, please visit the Department of Business Regulation for requirements:
<https://dbr.ri.gov/divisions/commlicensing/FoodTrucks.php>

I acknowledge that the Health, Fire, Electrical and Building Inspectors will be on site, and I will have all permits and Food Safety procedures in place. All tents must be in accordance/tagged with NFPA701. Mobile Food units must have fire suppression system. All wiring must be in compliance with fire/electrical code. No exposed wires, no exceptions.

Setup time is Friday from 7:30am-3:00pm, if you do not arrive by 3pm you will NOT be allowed to drive on the fairgrounds. You will be responsible to transport your items by foot and there will be no refund for lost time.

I understand the Misquamicut Business Association, Town of Westerly, State of Rhode Island, or Department of Environmental Management shall have no liability whatsoever for any damage to any person, matter or thing resulting from storm, wind, fire, strikes, lockouts or other acts of God. I shall and



will hold harmless the Town of Westerly, State of Rhode Island, Department of Environmental Management the Misquamicut Business Association and its members from and against any and all claims, liabilities, demands, expenses, fees, penalties, suits, proceedings, actions, and causes of action of any and every kind and nature arising from or out of, or in any connected way with vender use, occupancy, or activities in or related to the MBA Festival as well as set up and break down times exceeding the event dates. Vendors will be personally liable to other vendors and members of the public for their own acts.

I will list as additionally insured on my policy the Town of Westerly, State of Rhode Island, Department of Environmental Management and Misquamicut Business Association and its members. All waivers must include a "WAIVER OF SUBROGATION" and endorsements must be attached along with the certificate. Minimum limits will be One Million Dollars (\$1,000,000.00) for any one person in one occurrence and Two Million Dollars (\$2,000,000.00) in aggregate for all persons in any one occurrence. Also, One Hundred Thousand Dollars (\$100,000.00) is required for property damage. I acknowledge all food vendors shall provide at their own expense Public and Product Liability Insurance in an amount of a minimum of one million dollars.

This event will be held **rain or shine**—there is no rain date and no refunds will be issued. The Misquamicut Business Association, Town of Westerly or State of Rhode Island reserves the right in their sole discretion, to cancel the event, in whole or part, due to inclement weather and no refunds will be issued. Entry Fees are NON-REFUNDABLE, NO EXCEPTIONS.

I understand that all applications must be returned with full payment. There will be NO refunds, there are NO EXCEPTIONS. I understand the event is subject to Town, DEM and the State of RI approval to be held within the Misquamicut Fire District.

Signature

Date

Please make checks payable to Misquamicut Business Association.

Mailing address:

Misquamicut Business Association
P.O. Box 1302
Westerly, RI 02891

Check Enclosed – *There will be a \$100 fee for any bounced/returned checks.*
Please make checks payable to Misquamicut Business Association.

Send invoice, I will pay by CC.
Email address: _____

- Sales Tax Permit enclosed
- Litter Permit Certificate enclosed
- DOH Permit enclosed
- Insurance Certificate enclosed

- List of all food items requesting to be sold
- Picture of 220 plug enclosed
- List of all items requiring electricity enclosed