

Village of Three Oaks Downtown Development Authority (DDA) & Three Oaks Business Association (TOBA) present:



Inside Out Summer Festival

Saturday, July 30th 9am-7pm ET

2011 Three Oaks Business Registration - deadline June 1st!

NAME: _____

ADDRESS: _____ City _____ State _____ Zip _____

CELL PHONE#: _____ PRIMARY PHONE# _____

EMAIL: _____

(most correspondence will be done by email so provide the address you check the most)

Merchandise description: _____

| | |
|-----------------------------|-----------------|
| Three Oaks Business | _____ -0- _____ |
| Other Vendor \$35 | _____ |
| Additional spaces @ \$35.00 | _____ |
| Total amount due | \$ _____ |

- Event will take place, rain or shine
- Three Oaks Business registration must be received no later than June 1st
- No fee for Three Oaks Businesses
- Vendors: Make checks payable to & mail to:

Village of Three Oaks DDA, PO Box 335, Three Oaks MI, 49128

I understand that the Inside Out Committee, The Village of Three Oaks and the Three Oaks Business Association, their officers, members and directors, are not responsible for lost, stolen, or damaged items contained in individual booths and that the booth rental is NON-refundable. I further agree to indemnify and hold harmless the Inside Out Committee, The Village of Three Oaks and the Three Oaks Business Association from any and all loss, costs or damages in the event of any injury or accident which may result from my participation in the Inside Out Summer Festival.

SIGNATURE: _____ DATE: _____

PLEASE RETURN TO:

Village of Three Oaks DDA, PO Box 335 Three Oaks MI, 49128
Phone 269-757-3221 Email: TOVillageVoice@gmail.com

Village of Three Oaks Downtown Development Authority “Inside Out Summer Festival”

Addendum

“Celebrate what Three Oaks has to offer! Three Oaks streets come alive at the Inside Out Summer Festival. The Village showcases the local business community, and visitors enjoy a full day of live music, art, food, games and activities – all on three blocks of downtown Elm Street. Fun for all ages.”

Exhibit Days & Hours: Saturday July 30th, from 9am - 7pm ET

Vendor space will be assigned, outdoors on Elm Street, Three Oaks, MI

Set up times: Saturday, July 30th, 7am-9am. You will need to provide your own tables tents, display. It is advisable that you bring some form of cover for your goods as this is an open air event which will take place, rain or shine.

Booth Information: Booth spaces will be assigned according to logistical needs. Businesses will be assigned space adjacent to their business location. If you do not submit registration by June 1st, another business or vendor may be assigned to what could have been your space!

Responsibilities: The DDA and TOBA act as the umbrella and are responsible for organizing and promoting the Inside Out Summer Festival. Businesses are responsible for creatively showcasing your business on the streets of Three Oaks. Be creative & make this a unique and memorable event.

Parking: You may unload your goods in front of your space and then vehicles must be moved to a designated area. Parking will not be allowed on Elm Street during event hours.

Tents: Tents must be provided by the vendors. Tents cannot be staked due to the asphalt parking lot. Therefore tents must have at least 50 lbs. of weight on each corner with cement, sand bags or water buckets to keep tent from blowing. If you do not weight your tent, you will be asked to disassemble it. You will also be liable for any damage your tent causes if not correctly weighted down.

Tables: Tables and chairs are the responsibility of each vendor, so bring whatever you need.

Take down: Vendors are responsible for take down and removal of all boxes, trash, etc.

Liability: The Village of Three Oaks, the Downtown Development Authority, the Inside Out committee, nor TOBA-Three Oaks Business Association, accept no responsibility for loss, damage or theft of merchandise.

Cancellations: Vendor fees are non-refundable due to cancellations or no-shows.

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