

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



## Inside Out Summer Festival - Saturday, July 30<sup>th</sup> 9am-7pm ET 2011 Vendor Application - deadline June 30th!

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)

TAX ID or SS#: \_\_\_\_\_

Merchandise description: \_\_\_\_\_

COST PER SPACE -Saturday: \$35  
Additional spaces @ \$35.00 \$ \_\_\_\_\_  
**Total amount due** \$ \_\_\_\_\_

- Show will take place, rain or shine
- Applications must be received no later than June 30th (limited space-so reserve now!)
- 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](mailto:TOVillageVoice@gmail.com)

Village of Three Oaks DDA(Downtown Development Authority)  
& TOBA(Three Oaks Business Association) present:  
**“Inside Out Summer Festival”**

*Addendum*

**“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 30<sup>th</sup>, from 9am - 7pm ET**

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

**Set up times:** Saturday, July 30<sup>th</sup>, 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.

Vendor spaces are approximately 10' x 10'. You may purchase more than one booth space if you need more room. Electricity and water access are limited.

**Parking:** You may unload your goods in front of your space and then vehicles must be moved to a designated area.

**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:** Fees are non-refundable due to cancellations or no-shows.

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