

# MONTROSS FIRST FRIDAY 2023 VENDOR APPLICATION

CONTACT NAME \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

EMAIL \_\_\_\_\_ PHONE \_\_\_\_\_

DESCRIPTION OF PRODUCT \_\_\_\_\_

**FIRST FRIDAY LOCATION WILL BE AT NEW TOWN PARK BEHIND HISTORIC COURTHOUSE**

Space Request: \_\_\_\_\_ **10 x 10 (\$125 for season or \$25 per date) \$25 discount for season**  
\_\_\_\_\_ **10 x 20 (\$175 for season or \$35 per date) \$35 discount for season**

\_\_\_\_ I request space for the entire season      \_\_\_\_ I will pay the per market rate and request space for:

\_\_\_\_ May 5<sup>th</sup>    \_\_\_\_ June 2nd    \_\_\_\_ July 7th    \_\_\_\_ August 4<sup>th</sup>    \_\_\_\_ September 1st

\_\_\_\_ Oct 21<sup>st</sup> (OKTOBERFEST) 3 p.m. – 8 p.m.

Checks payable in advance to **GMPR** (Greater Montross Partnership for Revitalization) may be dropped off at MONTROSS TOWN HALL (15869 Kings Highway) or mailed to:

**GMPR**  
**PO Box 1283**  
**Montross, VA 22520**

FIRST FRIDAY VENDOR HOURS ARE 4pm to 9pm.

VENDORS ARE ASKED TO BE SET UP NO LATER THAN 4pm at **NEW TOWN PARK**

VENDOR PARKING IS AT OLD COURTHOUSE.

TENTS MUST BE STAKED OR WEIGHTED TO PREVENT DAMAGE BY UNEXPECTED WIND GUSTS

QUESTIONS: Patricia Lewis (804) 214-0084 patriciaklewis@hotmail.com

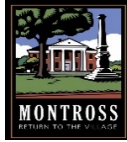
VENDORS SHALL HOLD **GREATER MONTROSS PARTNERSHIP FOR REVITALIZATION, TOWN OF MONTROSS, NN BREWING CO., AND COUNTY OF WESTMORELAND** harmless from any liability whatsoever that results from their activities at the Montross First Friday Events. Vendors who are cooking must provide a certificate of insurance (see attached rules).

I have read the above and attached rules and regulations and agree to abide by them.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Printed Name)



# MONTROSS

## FIRST FRIDAY 2023

### RULES AND REGULATIONS

**ACCEPTABLE VENDOR ITEMS** include art, true antiques, homemade and homegrown items, artisan edibles, farm products, boutique items.

**NO USED CLOTHING, TOYS, HOUSEHOLD ITEMS OR OTHER YARD SALE ITEMS.**

### VENDOR RESPONSIBILITIES

- Prices of all products must be clearly marked
- Vendors are responsible for the safety of the products being sold
- Vendors must cooperate with the First Friday Coordinator regarding the use of property, assigned spaces, etc.
- Vendors will park after unloading in designated vendor parking area
- Vendors shall hold the Greater Montross Partnership for Revitalization, The Town of Montross, Carrot Cottage and the County of Westmoreland harmless from any liability whatsoever that results from their activities at the Montross First Friday Events
- Cooking vendors must provide a certificate of liability insurance with \$1,000,000 per occurrence and \$2,000,000 general aggregate, listing Greater Montross Partnership for Revitalization, Inc. and Westmoreland County added as additional insured.
- All vendor tents **MUST** be securely staked into the ground and/or weighted to prevent movement in the unexpected event of strong winds.
- Vendors selling prepared foods for consumption on site must submit a copy of current inspection report from the Virginia Department of Agriculture or the Virginia Health Department. This documentation must accompany this application.
- Canned jams, jellies, etc. not prepared in an inspected kitchen must be labeled as such and must contain complete list of ingredients, address and phone number of vendor. These vendors will be approved on a case by case basis
- Vendor fees payable in advance to GMPR. This is a rain or shine event. Fees are non-refundable and due no later than 4pm on Thursday prior to event.

I have read and agree to above terms

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(Signature)

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(Date)

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(Printed Name)