

2012 Suffield on the Green

Sponsored by the Friends of Suffield

September 8th & 9th, 2012 – Saturday 10-5, Sunday 11-4
Application Deadline is August 27, 2012 (Late fees apply)⁶

BOOTH LOCATION:

GREEN: _____ SPACE: _____

For internal use only.

ORGANIZATION: _____

CONTACT INFORMATION:

NAME: _____

ADDRESS: _____
Street City State Zip Code

PHONE/E-MAIL: _____
Day Phone Evening Phone E-mail

BOOTH INFORMATION: (a booth is not reserved until a complete application and payment is received)

Description	Quantity	Unit Cost	Total Cost
# of Single Booths ¹ (12ft x 12 ft)		\$60 per booth	\$
# of Double Booths ¹ (24ft w x 12ft d)		\$100 per booth	\$
Booth selling food or drinks ² (non profit)		\$10 per organization	\$
Booth Selling food or drinks ² (for profit)		\$75 per organization	\$
Electrical plugs required ³		\$10 per plug	\$

Late fee⁶ (\$20): _____ Total: \$ _____

Food: (no duplication of food is not allowed as determined by FOS) _____

Booth Selection: First choice: _____ Second choice: _____ Third choice: _____

Special Requests (will be honored if possible): _____

PAYMENTS, PERMITS & NOTES:

1. Organizations will provide their own tents, tables, and chairs to fit in a 12'x12' space. Items left overnight are the responsibility of your organization.
2. No active selling (of any product) is allowed other than by pre-registered, non-profit organizations and food/drink vendors; however, items may be displayed, appointments scheduled, mailing list formed, etc.
3. Non-profit organizations have until October 1, 2012 to keep their food choices/booth location for next year.
4. For-profit food vendor applications (food choice/booth location) will be accepted beginning May 1, 2012.
5. It is the responsibility of the booth selling food/drink to obtain a permit from the North Central District Health Department: 860-745-0383.
6. Electricity can only be run to certain locations. For each plug requested, an exterior-rated 100 ft extension cord is required.
7. Carnival games require Suffield Police Department approval: 860-668-3870.
8. Event occurs rain or shine, no refunds.
9. Applications received after August 27, 2010 will be assessed a \$20.00 late fee.

Please make checks payable to:
Suffield Friends, Inc. - SoTG

For more information, visit www.friendsofsuffield.org
Questions, contact:

Mail completed applications & payment to:
Chairperson
Suffield on the Green
P.O. Box 43
Suffield, CT 06078

For Internal Use Only: Date Received: _____ Check #: _____ Amount: \$ _____