

Douglas Festival Committee

29 Depot Street, Douglas, MA 01516

OKTOBERFEST 2021 RULES AND REGULATIONS

1. The cost of space is discounted to \$50 for a 100 sq. ft. space if the application and fee is received by August 15, Applications received after that date will be charged \$75.00. This event is rain or shine, fees are not refundable. Special considerations may be made for refunds/future credit for registered vendors if the event is cancelled by the Committee due Pandemic or other circumstance. All vendors will be located on the street. With certain exceptions on Pleasant Street, you are not allowed a vehicle or trailer as part of your site setup. You are also not allowed to use the sidewalk as part of your site and you must not obstruct foot traffic to local businesses.
2. **ALL Crafters/Vendors must check in at the Administration Tent by 8:00am.** Those not checked in by 8:00am may forfeit their space without being refunded. Vendor sites must be set up and all vehicles removed from the area no later than 8:30 am. Vehicles will be allowed to unload beginning 6:30-8:30 am. ALL vehicles must be removed from the festival area immediately after dropping off their display at curbside. Vendors are not allowed to begin site setup until their vehicle is removed. There are to be no unattended vehicles in the festival area. All surrounding streets, Depot, Pleasant & Main streets are restricted to pedestrians only. No parking will be allowed on these streets. No Vehicles will be permitted back at your site until end of event at 4:00 pm. Vendor parking is available at the Municipal Building lot on Depot Street and at the Elementary School on Gleason Court. There are **NO EXCEPTIONS** to these policies.
3. **Early departure or removal of items from vendor site are prohibited.** The event draws thousands of patrons from all over the Blackstone Valley area. Try to bring enough stock so that you do not sell out. Packing up your site is disruptive to other vendors around you. Be as courteous as you would like them to be while you are making your final sales.
4. Vendors /Crafters will be responsible for bringing their own trash bags and cleaning their area, during and after the event. Please remove all trash and leave your area as you found it. Please bring your own tables and chairs or anything else needed for your set up. Attention smokers, smoking will not be permitted on the sites, to ensure the comfort and safety of others as well as your buying public. Be respectful, do not throw your cigarette butts on the ground.
5. **Electricity** is available at a limited number of sites for an additional \$10 per site. **15amp Max. per vendor.** No space heaters or air conditioners are allowed. Electric sites are very limited and will be assigned at the discretion of the committee. **Each vendor MUST Supply their own 100ft extension cord (rated for 15amps), tagged with their name on the Plug End.** Cords not identified with tags will be removed from Power Panels without notice. **Warning!** If you trip a circuit breaker more than twice your cord will permanently removed from the source without notice or refund. Do not overload the circuit!
6. The Douglas Oktoberfest is a very popular event, vendor space is limited. All vendors are selected on a first come, first served basis. All vendors are considered and are selected in the best interest of the event. The Douglas Oktoberfest does not allow multi-level marketing (MLM) vendors. No MLM vendors will be accepted. All decisions made by the committee are final. We will notify you of your acceptance as a vendor as soon as we can. **No vendor application will be accepted without proper fees paid in full when the application is submitted. Telephone or Emailed applications without prior payment are not sufficient to reserve a vendor site. There are no Exceptions**
7. Vendors must list everything they selling, giving away, promotions, EVERYTHING on their application form for insurance & liability purposes, duplications, and fairness to other vendors. The Committee reserves the right to order the removal of any items not listed in advance on your vendor form. All vendors must display their Massachusetts Sales and Use Tax registration certificate, if applicable. Raffles require permits. If you are doing a raffle, be sure you have your raffle permit.
8. **The following items will not be permitted and will be confiscated without compensation if you are found to be offering them:**
 - No illegal, banned, or controversial items will be allowed.
 - Silly string, bomber snappers, sprays, hair dyes, or paints.
 - Cap guns, stink or smoke bombs, fireworks or sparkers
 - Knives, Swords, or messy, annoying, or dangerous items.
 - No PA, loud sound or music systems at sites are allowed.
9. **Food Vendors: ALL food vendors MUST complete a Douglas Board of Health Permit application.** This form is available for download on our website, or by contacting us by email at: vendors.DouglasOktoberfest@gmail.com BOH permit fees are as follows: Douglas-Nonprofit groups – Free. ALL OTHERS will be required to include an additional check made out to: **Town of Douglas** for \$35.00 and included along with the completed BOH form. These MUST be included with your Oktoberfest Vendor Application and sent to the **Douglas Festival Committee** with a copy of your Serve-Safe & Allergen certificates.
10. **All Applications must indicate number of tents, ez-ups, awnings, or any type of cover you plan to use and their sizes. We wish to keep these from blocking access to other vendors. If they are not indicated on your application, you will not be permitted to use them.**
11. Vendors are assigned site locations at the sole discretion of the Committee. Information as to the location of your vendor site will be available one week prior to the event. Each site will be marked on the grounds when you arrive and our staff will assist you.