

## Vendor Rules and Information



### General Information

- ▶ Vendors approved by March 15<sup>th</sup> will be listed in our Pride program. If you send in the improper amount based on the dated prices, we will not reserve your space until the additional fee is paid.
- ▶ We reserve the right to deny any applications.
- ▶ Booth Size: The general size of a for-profit booth is 10' x 10.' The tables are 8 ft. long and each booth contains 1 table and 1 chair. Nonprofit booths are one-half of an 8 foot table and all booths are under one large tent. Setting up your own tent is not allowed.
- ▶ You must be able to stay within your space.
- ▶ Parking: Parking is available on a first-come, first-serve basis at the municipal lots surrounding the event. A large parking garage is located adjacent to our site. There will be no on-site parking for any vehicles.
- ▶ For Profit Vendor Sites are divided into A and B categories based on the flow of traffic, and proximity to food vendors and entrances. An "A" site receives more natural exposure to foot traffic than a "B" site.
- ▶ Payment MUST accompany your application to be considered. We cannot "hold" booth space.

### On-Site Rules

- ▶ Set up is permitted on May 1<sup>st</sup>, 2010 no earlier than 8:30 am and must be completed by 11:30 am. You will be asked to unload from the adjacent parking garage, so please bring a cart or dolly to transport your goods.
- ▶ Breakdown is not permitted until 5pm.
- ▶ Controlled Products: The Noho Pride Committee will be selling drinks as part of its fundraising and therefore no other organization may sell beverages!
- ▶ Electricity is NOT provided, generators are NOT permitted except for food vendors.

### Food Vendors

Food Permits: All Food vendors must have a food permit from the Northampton Board of Health. You may obtain a temporary permit for the day and post it on site the day of the event. For permit information, please call the Northampton Board of Health at (413) 587-1214. All food vendors must provide proof of safe-serve certification.

Fire Marshall Inspection: The Fire Marshall will inspect all vendors cooking on the premises by 11 am on the day of the event. It is imperative that your set up is completed by that time or you will not be authorized to cook your food.

Propane Tanks: There is a permit fee required to operate a propane tank. Permits may be obtained through the Northampton Fire Department (413) 587-1032 and tanks will be inspected at the event.

If you have any questions, please email Karen Howery at [vendors@nohopride.org](mailto:vendors@nohopride.org)  
or call the PRIDE LINE: 413-586-5602

Thank you for your support in celebrating Pride 2010