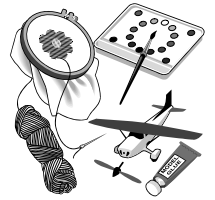




25th Annual
Parkville Towne Centre Fair
Sunday, September 13, 2009



Dear Parkville Towne Centre Fair Applicant:

We would like to take this opportunity to thank everyone who participated and contributed to the success of last year's fair. We look forward to seeing "those same old familiar faces" and welcome all new vendors to join us this year on Sunday, September 13, 2009.

25th ANNUAL TOWNE CENTRE FAIR

DATE: **Sunday, September 13, 2009**
PLACE: **On Harford Road from Taylor Avenue North to Dubois Avenue**
TIME: **10:00 A.M. to 4:00 P.M.**

As in the past, much of the proceeds from the fair are donated to designated charitable organizations. In the past these have included The Maryland School for the Blind, The Cornelia DeLange Syndrome Foundation and the Parkville High School Music Department.

This year's Fair, celebrating our 25^h Anniversary, will be held on September 13, 2009 from 10:00 A.M. to 4:00 P.M.

Enclosed is your registration packet, which includes a registration Application. Please take a few minutes to read the enclosed information thoroughly as some Regulations and Rates have changed from last year. Please follow the instructions for mailing in your application and check to the Fair Committee.

All spaces will be reserved on a "**First Come, First Served**" Basis and we cannot guarantee exclusivity. Tentative plans call for a **Food Vendor Court** be set up in the **Lavender Avenue Parking Lot** with the street spaces dedicated to the remaining vendors. **If you have a special space request, please note so accordingly on your Application. We will make every attempt to accommodate your request; however, we cannot guarantee that we will be able to do so.**

The dead line for accepting applications will be August 1, 2009. There will be a \$25.00 late fee for applications received after August 1, 2009.

WE CANNOT GUARANTEE SPACE AVAILABILITY FOR LATE APPLICATIONS AND SPACES CANNOT BE RESERVED WITHOUT OUR RECEIPT OF YOUR APPLICATION + CHECK.

Corporate Sponsorships are available – see details

Should you have any questions regarding this information, please call 410-665-0100.

REGISTRATION OF EXHIBITORS

1. PAYMENT DATES (**Payment Must Accompany Application Forms along with two self addressed stamped envelopes**):
 - A. August 1, 2009. Last day of regular registration, depending on space availability.
 - B. **Attention Vendors: DUE TO THE LARGE NUMBER OF VENDORS, SPACE ASSIGNMENTS ARE ON A FIRST COME-FIRST SERVED BASIS.**
If payment is not included, we cannot process your Application.
2. FEES: See attached Registration Application.
3. REFUNDS: **No refunds will be issued.**
4. SPONSORS - Parkville Carney Business and Professional Association Inc.
 - A. Will assume no responsibility for liability of any kind. The exhibitor agrees to indemnify and hold harmless the Parkville Carney Business & Professional Association Inc., its Officers, Directors, Chairman, Employees and agents from any and all claims including, but not limited to, those based upon property damages, personal injuries, taxes and / or loss, in any way related to the fair, including reasonable attorney's fees. The Parkville Carney Business & Professional Association Inc. and their Officers, Chairman, Directors, Employees and Agents assume no liability for loss or damage to exhibitor's property.
 - B. Reserves the right to restrict and refuse an application's participation if it exceeds the limitations of a category or for any other reason deemed unacceptable by the Fair Committee. In such cases, the application fee will be refunded and monies refunded.
5. APPLICANT: Agrees to comply with all Fair regulations and guidelines as detailed in the enclosed Parkville Carney Business and Professional Association Inc. guidelines.
- 6 Each vendor is responsible for collecting and reporting their sales tax.
7. TRAFFIC AND PARKING:
 - A. All vendors will receive space assignments by mail. Please observe the traffic restrictions when entering the Fair area.
 - B. No motor vehicles will be permitted in the area after 8:45 a.m. on the morning of the Fair. Also no vehicles will be permitted on the grounds before 4:00 p.m. for dismantling.
 - C. Please do not park in area business parking lots marked "Private Parking." Please use Harford Road outside the Fair area and the side streets to park your vehicles after unloading.
8. CHECK-IN:
 - A. Check-In starts at 7:00 a.m. at Harford Road and Dubois Avenue and ends at 8:30 a.m. Permits, space designation ticket and your confirmation letter must be presented at time of check-in on the morning of the Fair. No admittance will be allowed without your space assignment ticket.
 - B. **Please do not block adjacent spaces while unloading.**

9. SPACES: Each space will be approximately 12' wide x 15' deep. Any special arrangements must be made in advance for oversized vendor tables. **If your table, booth, trailer or tent extends beyond these dimensions, you must reserve two spaces.** Each space will back up to the curb area, and will protrude into the street no deeper than 15'.
10. You must remain within the designated area of your space. No solicitation is allowed within the confines of the fair outside of your space.
11. EXHIBIT TYPES: Once an application is filled, there will be no change allowed without the written consent of the Fair Committee. Each application must list the exact type of exhibitor, i.e. food, craft (type of craft must be named), commercial sales, nonprofit, etc.

RAIN DATE INSTRUCTIONS:

The Parkville Carney Business and Professional Association Inc. reserves the right to cancel the fair due to weather. No refunds will be made due to cancellation. If there is inclement weather the day of the fair and you are unsure of the status of the fair call **410-665-0100** to listen to the recorded message for instructions. **If the Fair is canceled due to weather, there will be NO rain date.**

Corporate Sponsorships are available. Please contact us at 410-665-0100 or Bob@parkvillecarney.com for further information and/or a Sponsor Application.

Gold Sponsor \$1000	<ul style="list-style-type: none"> ➤ Up to 3 free 12' X 15' Vendor Booths at Preferred Location ➤ ¼ Page Ad in our quarterly Newsletter for 1 Year ➤ Annual Membership in the Parkville-Carney Business & Professional Association ➤ Acknowledgement in all Press Releases ➤ Sponsor Sign at the Main Stage
Silver Sponsor \$500	<ul style="list-style-type: none"> ➤ Up to 2 free 12' X 15' Vendor Booths at Preferred Location ➤ ¼ Page Ad in our quarterly Newsletter for 1 Year ➤ Annual Membership in the Parkville-Carney Business & Professional Association ➤ Acknowledgement in all Press Releases ➤ Sponsor Sign at the Band Stage
Bronze Sponsor \$300	<ul style="list-style-type: none"> ➤ 1 free 12' X 15' Vendor Booth at Preferred Location ➤ ¼ Page Ad in our quarterly Newsletter for 1 Year ➤ Annual Membership in the Parkville-Carney Business & Professional Association ➤ Acknowledgement in all Press Releases ➤ Sponsor Sign at Parkville-Carney Business Association Booth



2009 Parkville Towne Centre Fair

GUIDELINES

1. IT IS THE RESPONSIBILITY OF EACH VENDOR TO SUPPLY ELECTRICITY OR A GAS POWERED GENERATOR TO THEIR OWN BOOTH.
2. NO TABLES WILL BE PROVIDED; YOU MUST SUPPLY YOUR OWN TABLE THE DAY OF THE FAIR.
3. VENDORS ARE RESPONSIBLE FOR CLEANUP OF THEIR AREA.
4. NO GAMBLING WHEELS ARE ALLOWED.
5. NO SMOKE BALLS, STINK BOMBS, SPARKLERS, SNAP & POPS, ANY OTHER EXPLOSIVE DEVICES, MARSHMALLOW SHOOTERS OR SILLY STRING MAY BE SOLD.
6. IF YOU HAVE NOT PAID FOR A BOOTH, PLEASE DO NOT HAND OUT ANY FREE GOODS OR SERVICES WITHOUT APPROVAL OF THE FAIR COMMITTEE.
7. ALL EXHIBITORS MUST CLEAR THE AREA BY 5:00 P.M. AT THE END OF THE FAIR DAY. THIS IS ABSOLUTELY NECESSARY IN ORDER THAT THE POLICE DEPARTMENT CAN OPEN THE STREETS TO TRAFFIC.
8. ALL SPACES MUST BE CLEANED UP BY THE VENDORS BEFORE LEAVING THE AREA. PLACE ALL TRASH IN THE DUMPSTERS THAT WILL BE PROVIDED FOR YOUR CONVENIENCE.
9. HELIUM CYLINDER CONTAINERS MUST BE SECURED SO THEY CANNOT FALL OVER.
10. NO STAKES WILL ALLOWED TO BE DRIVEN INTO SIDEWALKS, STREET OR PAVEMENT.
11. NO GRILLS, PITS, FRYERS OR ANY FOOD STUFF MAY BE PLACED ON SIDEWALKS.
12. FOOD VENDORS:
 - A. PERMITS MUST BE OBTAINED FROM THE BALTIMORE COUNTY OFFICE OF PERMITS AND LICENSES, 111 CHESAPEAKE AVE., TOWSON, MD, 21204, 410-887-4065. COMPLIANCE WITH THE HEALTH DEPARTMENT REGULATIONS IS MANDATORY.
 - B. NON-COMMERCIAL BAKED GOODS WILL NOT BE ALLOWED TO BE SOLD.
 - C. A COPY OF YOUR FOOD PERMIT MUST ACCOMPANY YOUR APPLICATION. NO FOOD VENDORS WILL BE PERMITTED WITHOUT A FOOD PERMIT.
 - D. ALL FOOD EXHIBITORS MUST CLEARLY POST ALL PRICES.

2009 Parkville Towne Centre Fair Registration Application

I have read the attached Guidelines. Submission of my application is my agreement with & understanding of the rules. (Please type or print CLEARLY all information):

Name / Organization: _____ Type of Vendor: _____

ALL Products Sold (include a separate sheet if necessary): _____

Person to be Contacted: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email: _____

Special Requests (not guaranteed) _____

Are you using a generator to supply power: _____ yes _____ no?

Please specify vendor type above. PLEASE – NO FLEA MARKET VENDORS. Each vendor is limited to three (3) spaces.

Type of Vendor Cost per Space

Non-Profit (Public or Parochial School, Churches and Non-Profit Organizations): **\$30.00**

Crafters/Artists (Hand Made Items Only - Specify Type of Craft/Artwork): **\$ 50.00**

Drink/Snow-Ball/Single Food Item Vendors (Single Food Items only; e.g. Hot Dogs or Pizza): **\$75.00**

Small Commercial Business (Salon, Florist, Dance Studio, etc.) & **Home-Based Businesses** (Home Party Products, Avon, Baseball Card Collectors, Manufactured Jewelry, Baseball Card Dealers, Clothing, Pictures, etc.): **\$100.00**

All Other Food Vendors: **\$150.00**

Corporate/Professional (Attorneys, Physicians, Chiropractic, For-Profit Health Care, Physical Therapy, Contractors, Large Corporations, etc.): **\$200.00**

Political Organizations and Politicians: **\$250.00**

LATE APPLICATION FEE AFTER AUGUST 1, 2009 **\$25.00**

If you DO NOT have an email address, please send a self-addressed stamped envelope with your application so that we may forward your space designation. Please use a #10 Business envelope. Checks must be made payable to Parkville Carney Business and Professional Association Inc. Return to P.O. Box 10925, Baltimore MD 21234.

Do Not Write Below This Line

Date Received Space	Payment	Check No.	Vendor Type	2008 Space	2009