

*the*  
VINTAGE

at BOOTHBAY HARBOR FEST  
market

*At the*

VINTAGE VILLAGE

SEPTEMBER 12 & 13

ARTISANS VINTAGE MAKERS

STREET FOOD MUSIC

VINTAGE TRAIN & CAR RIDES

OLD FASHION FAMILY FUN!

*Boothbay Railway Village*

*Boothbay, Maine*

NOW ACCEPTING APPLICATIONS

[BoothbayHarborFest.com](http://BoothbayHarborFest.com) | [info@BoothbayHarborFest.com](mailto:info@BoothbayHarborFest.com)



**September 12 & 13**  
**Boothbay Railway Village**  
**Route 27, Boothbay, Maine**

**Location and Setting:** The Boothbay Railway Village is located seven miles from Route 1 and on the ONLY road (Rt 27) to get on or off the Boothbay peninsula, offering the best visibility possible. Onsite parking exceeds 300. The setting is an authentic Vintage Village featuring a 4- acre green surrounded by historic Maine buildings that are open for exploring. Guests can also enjoy the antique car museum, model railroad and village goats. It is truly a vintage experience.

The Village is a 501(c)3 non-profit museum featuring an eclectic collection of railroad, automotive and antiques common to Maine from 1850 – 1950. All Museum exhibits are open and available to those who pay admission to the Festival. Steam-train rides will also be available at a special \$5 rate to festival attendees.

The Vintage Market is part of Boothbay Harbor Fest, a festival missioned to showcase and support small businesses and organizations. The festival produces a substantial advertising campaign and was named Best Fall New England Events by Yankee Magazine. A portion of event proceeds will benefit the Boothbay Railway Village.

**Festival activities:** In addition to the museum activities noted above, there will be live music throughout the weekend, lawn games, antique car rides (added fee) and fun for the kiddos.

**Show Hours:** RAIN OR SHINE!

Saturday, September 12      10:00 am – 5:00 pm  
Sunday, September 13      11:00 am – 4:00 pm

**Vendor Types & Fees:** Booth fees for standard booths (10 x 20)

**Multi Event Discounts:** The Village will be hosting two additional vendor events this year\*. Vendors who wish to participate in more than one event (provided their products are a good fit) will enjoy multi event discounts, as detailed below:

Food Vendors:	\$200 (1 event) \$350 (2 events) \$500 3 events
Vintage, Artists & Makers	\$125 (1 event) \$220 (2 events) \$300 3 events*

**THE OTHER EVENTS:**

\***Olde Village Days:** July 4<sup>th</sup> & 5<sup>th</sup>

\***Fall Foliage Festival:** October 10 & 11

**Sponsorship Opportunities** are also available, offering booth space and inclusion on event advertising. Details available upon request.

**Vendor Requirements:** Vendors must provide all booth fittings including tents, tables, chairs, etc. Vendors with mobile units (food trucks or trailers) must be 10 X 20 or must reserve adjacent spaces according to size. We recommend that you supply a photograph of your set-up with your application and make any notations about clearance required, electrical needs, etc.

Our festival is rain or shine. We highly suggest that you use a commercial grade tent with significant weights. Our priority is guest safety and we're serious about not driving into the show area without permission. However, in extreme circumstances know that we will work with you to load out and/or relocate your booth. It has been our observation that regardless of the weather serious shoppers do still come to the fair and want to spend money with you.

Political activity, including lobbying for candidates, specific legislation, circulating petitions, etc. is prohibited.

It is your responsibility, as a vendor, to comply with all local, state and federal laws including the collection of sales tax.

All fees are due at the time of registration. Fees are non-refundable. Exhibit space will be assigned in order of reservation. The earlier you book, the better your location!

**Load-In:** Set-up will be on Friday, September 11th from 12:00 pm to 5:00 pm or from 6:30 am to 8:30 am on Saturday. All vendors must be unloaded by 8:30 am and cars removed from the event area. You may continue to set-up past that time, but your vehicle must be moved. Gates will open at 10:00 am on Saturday, 11:00 am on Sunday, your booth must be complete by that time.

**Vendor Check-In:** When you arrive at the Museum for load-in pull across the tracks to the gates adjacent to the large white Town Hall. A team member will greet you.

At check-in you'll receive:

- a parking pass which must be displayed in your vehicle at all times
- vendor bracelets for your staff (up to 4)
- a Museum Visitor Guide

Once a vendor arrives for the first time, they may use the express gate at the rear of the Town Hall for entry throughout the rest of the show. You will need your parking pass clearly displayed as you pull up to gain admittance.

If a vendor or one of your booth staff would like to enjoy a steam train ride during the event, please proceed to the Info Table and show your bracelet.

**Load-out:** The Festival will end at 4:00 pm on Sunday. Tear down will begin at 4:00 pm and not before. At approximately 4:15 pm you will be permitted to drive onto the grounds to pick-up materials. If you are departing before the end of the Festival tear down can begin at the advertised closing time of the day, and cars will be permitted into the grounds as soon as we are sure all guests have left the field.

**People's Choice Award:** There will be a People's Choice Award for best booth. All vendors are encouraged to compete. Guests can cast their vote at the admission gate. The award is a snazzy trophy and bragging rights. You are welcome to encourage your patrons to vote for you!

**Staff List:** You must provide a list of names for those who will be working in your booth. Each person will be issued a staff pass for the event and must wear it while on the grounds. The first four passes for booth staff are included in your event fee. If you require additional passes, they will be \$5 each.

**Electrical Service, Water Hook-ups & WI-FI:** There is a \$25 charge for electricity. You are required to bring your own 100' extension cord. Water is \$10 for food vendors only. You must bring your own hose. Please note on your application if you require either. Water service is extremely limited. The Museum has public WI-FI access. The grounds are also covered by good 4G cellular service by Verizon. Those with AT&T and U.S. Cellular report varying degrees of success. You are welcome to come by and test out your equipment in advance, just coordinate with our business office.

**Parking:** Your vehicle must be parked outside the Village area in the designated vendor and staff parking area. Vendors will not be permitted to park in the public parking lots. We want your show to be successful which means we want our guests to be happy shoppers and not grumpy parkers. If you have a trailer or extra-large vehicle, please let us know in advance so we can make special accommodations for you.

**Camping:** Overnight camping is prohibited. The lovely Shore Hills Campground is located within walking distance from the Museum.

**Security & Safety:** The Festival will provide overnight security on Saturday night. We do not have security on Friday night. While we encourage early load-in on Friday for tents and display fixtures we suggest that you wait to unload product until Saturday morning. We also hire a Lincoln County Sheriff's Department Officer to provide safety at the Museum entrance and for those who park in our overflow event parking lot across Route 27 during the days of the Festival.

**Marketing & Ticket Giveaways:** The Festival has a robust marketing campaign. In addition to our strategies, vendor outreach is essential to maximize success. Your customers already love you - let them know where you plan to be so they can visit you! We're happy to provide you with a pair of tickets (value \$8) to give away to a fan on Facebook, at another show, or any other method you choose. We have also attached the event flyer for your fb page or website. Please feel free to request graphics for Instagram post or stories.

**Promotion for Your Products:** The festival website will feature a list of vendors with links to website, Facebook, Instagram (please choose link of choice on application). If you provide a jpg image via email at the time of registration, we will also post about you on Facebook and Instagram.

**Questions:** Lori Reynolds, 207-671-7676 or [info@boothbayharborfest.com](mailto:info@boothbayharborfest.com)

# Harbor Fest Vintage Market Vendor Application

Product or Business Name (for website listing) \_\_\_\_\_

Please link to my (pick one): \_\_\_ Website \_\_\_ Facebook Page \_\_\_ Other (please specify) \_\_\_\_\_

URL: \_\_\_\_\_

Contact Name \_\_\_\_\_ Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

**Booth Type:** \_\_\_ Vintage | Artist | Maker \_\_\_ Food vendor

**Vendor Fee:** \_\_\_ \$125 VM only \_\_\_ \$220 VM and OVD or FFF (please circle 2 events) \_\_\_ \$300 all 3 events

**Special requests:** \_\_\_ Electrical service (\$25) \_\_\_ Water hook-up (\$10)

**Describe your product(s)** \_\_\_\_\_

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**Initial Set-up Time (when should we first expect to see you):**

\_\_\_ Friday Afternoon \_\_\_ Saturday Morning

**Artisan Demo:** \_\_\_ YES \_\_\_ NO

Please attach Demo Description (30 words or less)

Specific day/time(s) offered: \_\_\_ Check if ongoing \_\_\_

**Booth Helpers:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

**Payment:** \_\_\_ My check made payable to *One Event Productions, LLC* is enclosed.

Charge my: \_\_\_ VISA \_\_\_ MasterCard \_\_\_ Discover \_\_\_ American Express

Card Number\_ Exp. Date\_ CVV\_

Card Holder's Name \_\_\_ Signature\_

Return this form with non-refundable payment to:

**One Event Productions, LLC 1a Tupper Rd, Boothbay Harbor, ME 04538**