

Civic Organization Application

***Celebrate Wallingford 2011***

Johanna Fishbein Park (railroad station green) & Hall Avenue

***October 1st ~ 11am to 7pm***

***October 2nd ~ 12pm to 6pm***

Are you looking for an excellent way to showcase your club or organization to the public? If so, plan to participate in CELEBRATE WALLINGFORD 2011, a two-day outdoor event held in downtown Wallingford that attracts many people.

There is ***NO CHARGE*** to Civic Organizations - unless you are planning to sell items. If you are selling something there is a fee of **\$50.00** for the two days. All sale items must be cleared through Wallingford Center Inc. (**Note: Food sales and/or distribution of food items are not allowed in the civic or business areas.**)

***SIGN-UP:*** Please fill out the attached form & return it to Wallingford Center Inc., by **August 20, 2011**. Space is limited and will be reserved on a first-come, first-served basis. Only groups who staff their booths for both days will be considered.

***SPACE:*** Each organization will be assigned a 10x10 space, which will accommodate up to three tables. You may bring your own tables, chairs and tent or rent these items from **Mr. Tent**. ***Please make arrangements with Mr. Tent (203-272-5793) prior to September 10, 2011.***

***SET-UP:*** Exhibitor set-up time is 7:00 am on Saturday, October 1st. No cars are allowed on the site after 9:00 am. Please arrange to have a hand truck or other means to move your items to your assigned location, as some spaces may not be accessible by car. After your vehicle is unloaded it must be moved to one of the designated public parking areas. If you chose to leave your booth set up overnight on Saturday, security services will be available – however, you are responsible for your tent and the items stored inside.

***CLOSING:*** Take down of all displays is scheduled for 6:00 p.m. on Sunday, October 2nd. No vehicles are permitted on site before the appointed break down time. Exhibitors are responsible for cleaning their area after the event.

**EVENT IS HELD ~ RAIN OR SHINE!!**

*Event hours: Saturday ~ Oct. 1st ~ 11am to 7pm*

*Sunday ~ Oct. 2<sup>nd</sup> ~ 12pm to 6pm*

Name of Organization .....

Tax ID # .....

We will not be selling a product.....

We will be selling the following item(s).....

If selling something .....\$50.00 check enclosed

Signed.....Title.....

Address.....

Phone.....Fax.....E-mail.....

We will be calling Mr. Tent to rent items. Yes.....No.....

Mail to Wallingford Center Inc. – 261 Center Street, Wallingford, or fax to  
203-284-1046

***DEADLINES: August 20th to Register***

***September 10<sup>th</sup> to rent tents, tables or chairs***

***From Mr. Tent – 203-272-5793***

Any questions please call ~Wallingford Center Inc. @ 203-284-1807 or e-mail:  
lizlandow@wallingfordcenterinc.com