



Truth & Joy

JULY 20, 2024

VENDOR APPLICATION

Vendor Fee: \$40

Application Deadline:
July 7, 2024

Date: Saturday, July 20, 2024

Celebration hours: 12 Noon until 5PM. (Vendors set up between 10:30-12 Noon)

Location: MVCMA Tabernacle

Event Vendor Contact: Chrissie Laury, Martha’s Vineyard Diversity Coalition (508) 617-6009 or info@mvdiversitycoalition.org

Application Instructions:

1. Complete the application in full (Incomplete applications will not be considered).
2. Please email or give your signed application to: **info@mvdiversitycoalition.org**, Chrissie Laury, Vendor Contact.
3. Include a mailed check payable to: **Martha’s Vineyard Diversity Coalition, PO Box 9000-221, Edgartown, MA 02539** Note: **Truth & Joy Diversity Celebration**

First Name:		Last Name:	
Business or Company Name:			
Email:			
Website/Facebook/Instagram:			
Phone:		Cell phone:	
Business Address:			
City:		State: Zip code:	
How did you hear about our event?			

Type of Food or Merchandise:	
------------------------------	--

Price range of items:
Brief description of food or merchandise items:

Admission Requirements/Rules & Regulations

- All participating vendors will be notified of your application receipt via e-mail within 5 business days. You will be contacted directly regarding participation.
- If your application is accepted, an invoice for the balance due will be attached to the acceptance email and/or letter.
- The invoice needs to be paid in FULL prior to July 7, 2024
- Space will be assigned by Event Management only after completed applications and FULL payment of fees are received. All fees are non-refundable.

Space:

- Each vendor is responsible for setting their display and presenting themselves in a manner which reflects a positive image for their company and the Martha’s Vineyard Diversity Coalition ‘Truth & Joy’ celebration.
- One 8 ft. table and a chair will be provided for each vendor. A vendor may bring an additional table & additional chairs if needed.
- Table location will be determined by the Martha’s Vineyard Diversity Coalition event committee.

Vendor Information:

- Vendor fees are non-refundable and non-transferable, due to inquired expenses on behalf of the organizers, for advertising and promotions, rental fees, etc. In the event that the celebration must be cancelled for reasons out of the organizers control (viruses and pandemics, weather, government imposed regulations, etc.), the event will be rescheduled and a new date will be announced to all registered vendors in the event.
- All proceeds from vendor sales belong to the vendor. Vendors are responsible for collecting sales tax and/or reporting earnings.
- All events will be held outdoors RAIN or SHINE.
- All items must be unloaded from the vehicles and walked into the site, no cars allowed to drive up to the tent or Tabernacle to unload.

STOP! All food vendors must adhere to the following MVCMA Tabernacle guidelines before application is accepted:

- Participating food vendors MUST contact the Oak Bluffs Board of Health for licensing requirements. The Martha's Vineyard Diversity Coalition is not responsible for communication between the Board of Health.
- Only packaged food and drink may be sold from the periphery of the Tabernacle and must be consumed outside of the Tabernacle.
- No food preparation is allowed on the MVCMA Tabernacle facilities. Food is to be prepared offsite and served at the tent.
- No running water or handwashing/sanitation facilities are available. All vendors must provide the means to properly wash hands & utensils.
- Tent has one electrical outlet.
- All vendors must supply their own trash/garbage barrels, etc, for food trash.
- Food handlers must wear hair restraints and gloves.

Allergy awareness: *All food vendors must post a sign stating – "Before placing your order, please inform your server if anyone in your party has an allergy"*

Cancellations:

NO refunds will be given for any cancellations.

Care Set-up and Clean-up:

Vendors must not deface or injure Tabernacle grounds, houses or buildings.

If any such damage occurs, the vendor is responsible for the property so damaged.

The vendor shall comply with all reasonable requests of the Tabernacle.

All vendors are responsible for the clean-up of the space used.

Liability:

Vendors are required to have their own liability coverage.