**48th Annual**

**Day in the Park**

May 2nd, 2020 at Mason Park

Hosted by Laurel Arts League

Thank you for your interest in Day in the Park. We are looking forward to another year of presenting one of the oldest and most distinguished festivals in our area. You are receiving this letter because you have participated in Day in the Park in the past. **Please carefully** read over the contract. We hope that you will continue to partner with us in our efforts to provide quality service at this premier event. Thank you in advance for your participation!

Molly Read,

Concessions Chair

**To: Organizations applying for concessions at Day in the Park 2020**

**From: Molly Read, Concessions Chairman, Laurel Arts League**

The Laurel Arts League will host Day in the Park on Saturday, May 2, 2020 from 9:00 a.m. until 3:00 p.m. at Mason Park in Laurel, Mississippi. Organizations will be allowed to operate concession stands for this event under the following guidelines:

• Upon contract signature, the concessionaire must pay the full required amount to the Laurel Arts League. the required payment will be **$150** if you will be using electricity furnished by the City of Laurel or **$75** if you **do not** require the use of electricity furnished by the city. Any concessionaire whose tent or trailer measures larger than 12 ft. horizontally must pay for two spots. For example, someone whose trailer measures 14 ft. wide and needs electricity would pay $225 for a spot with electricity plus an additional spot to accommodate the larger size. You will only be charged for electricity once. If you need two spots without electricity, the cost would be $150 total. This payment is **non-refundable**. Checks should be made to Laurel Arts League.

• Only specified items, as agreed upon in the attached contract, may be sold to the public. There will be very little duplication of items.

• Any vendor may sell water and/or soft drinks, as an add-on to their specialty concessions.

• Vendors wishing to use a generator must ensure that the generator is operated in such a manner as to not interfere with guests’ safety or comfort. This includes (but is not limited to) minimizing excessive noise and unappetizing fumes in the concession area.

• There will be no collection of commission by the Laurel Arts League. Each vendor will leave with all of the money he/she collects throughout the day.

• Concessionaires will be responsible for providing ample change to last throughout the entire event.

• As we value our relationships with our vendors, consideration will be given to long-standing vendors when it comes to acceptance, assignments, and duplication of items. The Laurel Arts League is under no obligation to accept vendors if they cannot offer unique items.

• Exact dimensions of available space cannot be guaranteed. The Laurel Arts League will strive to provide adequate space to accommodate your vending set-up. It is very important to note on your contract what kind of set-up you have in order to help us with planning. Laurel Arts League reserves the right to move and /or relocate concessionaires, if necessary, prior to the event.

• After all concessions contracts and payments have been received, a confirmation letter and final approved contract will be sent to you along with a map depicting your location at Mason Park on 7th Avenue, Laurel, Mississippi.

*Please return the attached contract and full payment**on or before* ***Friday, March 20, 2020.*** *If you need further information, you may reach me at the phone number or email address listed below.*

Molly Read

Concessions Chair

601-347-7762

mollydemed@yahoo.com

Laurel Arts League

Post Office Box 4188

Laurel, Mississippi 39441

Day in the Park concessions contract for May 2, 2020

(Please Print)

Organization/Business Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Owner/contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone:\_\_(\_\_\_\_\_\_\_\_) \_\_\_\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mailing address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_\_\_\_\_

email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you participated in day in the park before? (circle one) yes no

If yes, number of years: \_\_\_\_\_\_\_\_\_\_\_\_\_

Needed:

\_\_\_\_\_\_Number of spaces purchased for this event

\_\_\_\_\_\_Check if electricity provided by the city is needed

\_\_\_\_\_\_Check if access to water outlet is needed (vendors will share access)

Description of set-up (be specific) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

We agree to the concessionaire terms as set forth below:

1. Upon contract signature, the concessionaire must pay the full amount to the laurel arts league. The required payment will be **$150** if you will be using electricity furnished by the city of laurel or **$75** if you do not require the use of electricity furnished by the city. Please note if two spaces will be needed to accommodate the size of your set up. This payment is **non-refundable.** Checks should be made to Laurel Arts league.

2. Only specified items, as agreed upon in the attached contract, may be sold to the public. There will be very little duplication of items.

3. Any vendor may sell water and/or soft drinks if they so choose.

4. Vendors wishing to use a generator must ensure that the generator is operated in such a manner as to not interfere with guests’ safety or comfort. This includes (but is not limited to) minimizing excessive noise and unappetizing fumes in the concession area.

5. There will be no collection of commission by the Laurel Arts League. Each vendor will leave with all of the money he/she collects throughout the day.

6. Concessionaires will be responsible for providing ample change to last throughout the entire event.

7. As we value our relationships with our vendors, consideration will be given to long-standing vendors when it comes to acceptance, assignments, and duplication of items. the Laurel Arts League is under no obligation to accept vendors if they cannot offer unique items.

8. Exact dimensions of available space cannot be guaranteed. laurel arts league will strive to provide adequate space to accommodate your vending set-up. It is very important to note on your contract what kind of set-up you have in order to help us with planning.

9. After all concession contracts and payments have been received, a confirmation letter and final approved contract will be sent to you along with a map depicting your location at Mason Park on 7th Avenue.

Please Initial:

\_\_\_\_\_\_\_\_\_I agree to the terms as set forth in this contract regarding no duplication of items.

\_\_\_\_\_\_\_\_\_I agree to sell only the following items (pending approval):

*List all items you wish to sell* ***(pending approval)*.** *You may attach a separate sheet if necessary.* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

This form constitutes a formal contract between the above named organization

and the Laurel Arts League.

The concessionaire agrees to follow the above stated policies for participation in

Day in the Park 2020.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return to:

Laurel Arts League, c/o Molly Read, Post Office Box 4188, Laurel, Mississippi 39441

by Friday, March 20, 2020

E-mail questions to: mollydemed@yahoo.com