

NON-PROFIT EXHIBITORS 22nd Annual Clarissa Street Reunion Highlights

Date of Festival Saturday, August 19, 2017 Festival Time: 10:00 am - 9:30 pm

Setup time: 6:00 am - 9:15 am (Set-up time is strictly enforced)

Breakdown time: 9:30 pm

Authorized for sale: No items authorized for sale.

Standard Fee & Payment Schedule

• Standard Fee: \$50 for 10' (from curb) X15' (along curb) location

• Early Bird Fee: \$45 (10% discount) due by May 8, 2017;

• Standard Fee Due Date: July 1, 2017;

Registration form must be received by July 1, 2017;

• Late Fee: \$50 assessed after July 1, 2017 - Total Fee Due: \$100

No fees accepted after August 1, 2017.

Clarissa Street Reunion Committee will provide - One curbside "unit of space" = 10'(from curb) X 15'(along curb)

Exhibitors must bring:

- All needed exhibit equipment;
- All required tables and chairs
- Insurance coverage is the responsibility of the exhibitor; CSRC does not assume responsibility for damages of exhibitor equipment or supplies.
- 400+ feet of extension cord (220 wiring). If electricity is needed note this requirement on the Vendor Registration form.

For Information:

• Call: (585) 234-4177 to leave a voice message;

• Email: csrvendor@gmail.com;

• Website: clarissastreetreunionfestival.weebly.org.

Key Dates:

- You will receive a confirmation notice by August 4, 2017. The confirmation will include your assigned location number and payment receipt.
- If you register after July 1, 2017 you will receive your location confirmation on August 19, 2017 at the CSRC Information Station.

Payment Methods:

- Make checks and money orders payable to "CSRC";
- After July 1, 2017: Money orders (payable to CSRC); Credit/Debit (at website); Cash payments.

2017 CLARISSA STREET REUNION Exhibitor & Vendor Guidelines

The support of every Exhibitor and Vendor will enable a smooth opening and closing of the Reunion.

- Be sure to submit all requested documentation with your registration.
- Exhibitors and Vendors must be set up by 9:15 a.m. on Saturday, August 19, 2017. Set-up is from 6:00 am until 9:15 am.
- Clarissa Street will be closed at 9:30 am.
- All vehicles MUST BE OFF Clarissa Street from 9:00 am until 9:30 pm. Cars not adhering to this guideline will be towed by the Rochester Police Department.
- Only registered Vendors will be allowed to set up on the day of the Reunion.

 Late registrants can pick up confirmations and locations at the CSRC

 Information Station.
 - Any exhibitor or vendor not registered with the Clarissa Street Reunion Vendor Committee will be required to breakdown their exhibit and remove all equipment from the Reunion site.
- Vendors are not allowed to play music that can be heard outside their "unit of space" (no large speakers).
- You are required to restore you location to the condition it was prior to set-up. Trash bins will be located along Clarissa Street into which you can discard your trash throughout the day.