



## **11th Annual Colonial Beach Bike Fest** *This is a 'Rain or Shine' Event*

### **Merchandise/Craft Vendor Contract**

LOCATION: Colonial Beach Town Hill and Colonial Beach Boardwalk

EVENT DATES: October 9 - 12, 2025

TIMES: 10:00am - 5:00pm daily (Mandatory) extended sales hours are at the discretion of the vendor.

EVENT FEES:

- \$400 per 10' x 10' space + 10% Town Peddlers fee of \$40 = \$440
- \$550 per 10' x 20' space + 10% Town Peddlers fee of \$55 = \$605
- \$700 per 10' x 30' space + 10% Town Peddlers fee of \$70 = \$770
- \$850 per 10' x 40' space + 10% Town Peddlers fee of \$85 = \$935
- \$850 per 20' x 20' space + 10% Town Peddlers fee of \$85 = \$935
- \$1150 per 20' x 30' space + 10% Town Peddlers fee of \$115 = \$1265
- \$1300 per 20' x 40' space + 10% Town Peddlers fee of \$130 = \$1430
- \$1450 per 20' x 50' space + 10% Town Peddlers fee of \$145 = \$1595
- \$1600 per 20' x 60' space + 10% Town Peddlers fee of \$160 = \$1760

\*fee includes all days

Electricity is \$15.00 per space in addition to entry fee (limited availability)

#### RULES:

1. **Contracts are due by September 10, 2025 and must include the completed and signed contract and payment. If space is available, late entries will incur a \$20.00 fee.**
2. A \$30.00 fee will be charged for all returned checks.
3. Contracts are accepted and processed on a first-come-first-served basis.
4. A picture of merchandise must be submitted with Contract (new applicants only).
5. All vendors are required to stay for the entire festival.
6. Confirmation provided on receipt of completed Contract and payment. **Please, provide valid email address.**
6. Spaces will be preassigned and emailed to you prior to the event.
7. Spaces must be set up by 10:00 am on Thursday, October 9th, but you are encouraged to arrive on Wednesday, October 8th, to set up and begin vending.
8. Changes to set-up location will not be made on the days of the event. If you have any specific needs, please indicate in your Contract and an attempt will be made to accommodate.
9. One vendor per space. Vendor or proxy must host display.
10. Vendors are required to dispose of their trash daily. A dumpster is located at 700 Colonial Avenue for this purpose. Event staff is not responsible for trash removal.
11. No vehicles will be allowed on Town Hill or the Boardwalk except for loading and unloading.
12. This event takes place Rain or Shine.
13. The Bike Fest Committee/Chamber of Commerce reserves the right to dismiss vendors for inappropriate wares, behavior, or customer interactions.
14. If you anticipate sales over \$15,000.00 please contact the Town of Colonial Beach at 804-224-7181 to obtain a business license.

**NOTE: YOU ARE REQUIRED TO STAY WITHIN YOUR ASSIGNED AREA.**

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## Merchandise/Craft Vendor Contract

**(PLEASE TYPE OR PRINT CLEARLY)**

Payment may be made by mailing a check or money order to:

**Colonial Beach Chamber of Commerce  
215 Irving Street North  
Colonial Beach, VA 22443**

or email [info@colonialbeach.org](mailto:info@colonialbeach.org) for Credit Card payments

Space Size	Fee Per Space (includes Town Peddlers Fee)	Electric \$15 (Limited Availability)	Total Due
10'x10'	\$440		\$
10'x20'	\$605		\$
10'x30'	\$770		\$
10'x40'	\$935		\$
20'x20'	\$935		\$
20'x30'	\$1265		\$
20'x40'	\$1430		\$
20'x50'	\$1595		\$
20'x60'	\$1760		\$
<b>Total Enclosed</b>			<b>\$</b>

Arriving on Wednesday, October 8? (Yes/No) \_\_\_\_\_ Same vendor space that you had in 2024? (Yes/No) \_\_\_\_\_

Business Name: \_\_\_\_\_

Briefly describe your business:

\_\_\_\_\_  
\_\_\_\_\_

Business Representative for this event: \_\_\_\_\_

**E-Mail Address** (please print or type): \_\_\_\_\_ Phone Number \_\_\_\_\_

Address/City/State/Zip Code: \_\_\_\_\_  
\_\_\_\_\_

By signing this Contract to participate as a vendor all parties acknowledge and agree that the Town of Colonial Beach and/or the Colonial Beach Chamber of Commerce, or any persons affiliated with these entities, will not be held responsible for theft, loss and/or damage to any property, or liable for injury to any participant. Vendor is responsible for adhering to all RULES set forth in this document. Failure to comply may result in dismissal without refund.

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