



## WE'RE ON A MISSION

Our goal? Create a celebration of local art, culture and food that fosters lasting relationships, strengthens community, and creates lasting memories for all. Oh, and have fun doing it!

## IT'S ALL ABOUT FOCUS

And our focus is local. We celebrate our region's artisans, artists, non-profits, farmers, businesses, and restaurants, and support all forms of community involvement. We feature a children's area, live entertainment throughout the day, demonstrations and educational exhibits. We want to entice, educate, and entertain all ages.

KBP is a rain or shine event, and there is no admission fee.

## LOCATION, LOCATION, LOCATION

Vendor booths will be set up in Kittery Foreside. The downtown will feature booths and entertainment from Government Street through Wallingford Square and up Walker and Wentworth Streets. The Block Party's main venue is compact and walkable, making everything easily accessible from the centrally located main stage area on the corner of Walker Street and Government Street. There's probably a map on our website. If there isn't, there should be.

## BOOTH SIZE AND STUFF

- Each booth space is approximately 10' deep x 10' wide.
- Limited generators will be permitted on a review basis.
- **Food vendors only:** There are a limited number of booths with power available on a first-come, first-served basis for an additional \$100 fee.
- A photocopy of a current health license will be required of all food vendors and should be attached to the application.

## EXHIBITORS AND VENDORS

The festival includes the following categories of exhibitors.

- Non-profit organizations
- Artisans/craftspeople\*
- Food vendors
- Commercial vendors

\*NOTE: Preference will be given to hand-made products. The KBP Committee reserves the right to restrict the sale of merchandise it deems inappropriate.

## IT'S A RAIN OR SHINE EVENT!

Fees are non-refundable – the Kittery Block Party is a rain or shine event (although Pastor Brad reserves a partly cloudy day in the 70s well in advance).

## SETUP, BREAKDOWN, AND EXPECTATIONS OF ETIQUETTE

- Booth setup begins at 7:30 am. Please note that tents, tables and chairs WILL NOT be provided and are the responsibility of the vendor/exhibitor. Please bring canopy weights.
- Booth Breakdown begins promptly at 4pm. Please do not start earlier.
- The festival begins at 10 am and ends at 4 pm. Exhibitors should plan to be open the entire time.
- Exhibitors are responsible for setup and breakdown (although volunteers may be available to help).
- Booths are expected to remain open from 10 am until 4 pm. Did we say that already?
- No vehicles will be allowed in the festival area during the festival.
- Booths will be set up on pavement; no spikes can be used. Please bring canopy weights.
- Mother Nature can be tough. Be prepared to withstand a variety of weather elements. Pastor Brad is good, but not perfect. **Please bring canopy weights. Did we say that already?**
- There will be event volunteers available for guidance.

## SAFETY DOESN'T TAKE A VACATION

The Kittery Police Department will be present during the festival.

## PUBLICITY

The festival will be publicized through local media, on the festival website ([www.kitteryblockparty.org](http://www.kitteryblockparty.org)), and on the KBP Facebook page. Don't forget to "Like" us!

## APPLICATION TIMELINE

Vendors are accepted on a first-come, first-served basis, so please send your application as soon as possible to reserve your space.

Returning Food Vendors/early registrants: Deadline April 17 (\$150)

Non-returning/non-early registrants: Deadline May 15 (\$200) accepted on a space available basis  
Registrants after May 15 (\$200) accepted on a space available basis. The Block Party sells out, so early application is suggested.

## CLEAN UP FEE

Please provide satisfactory clean up of your vending area, including all trash. Failure to clean your respective area will incur a \$50 penalty and some wicked bad karma.

## FOOD VENDOR REQUIREMENTS

- Hand washing station (paper towels, soap/sanitizer)
- A copy of current health license
- Adequate cold and hot holding equipment capable of maintaining the temperatures of below 41 degrees F, and above 140 degrees F, respectively (a digital thermometer is also required)
- Food items are not to be stored in direct contact with ice
- No food can be stored directly on the ground; an impermeable barrier is required
- All prepared foods must be stored and prepared in a licensed/inspected facility
- There shall be no barehanded contact with any food
- This is a non-smoking event



**SCHEDULE OF FEES**

Vendors will be reviewed on a first-come, first-served basis.

<p><b>\$200</b></p>	<p><b>LOCAL FOOD VENDORS</b></p> <ul style="list-style-type: none"> <li>• KPB encourages healthy, fresh local food choices</li> <li>• Please review Food Vendor Requirements &amp; Regulations</li> <li>• \$50 off to returning vendors and early registrants (if registered by April 17TH!)</li> </ul>
<p><b>\$50</b></p>	<p>All registrations AFTER MAY 15TH will incur a \$50 LATE FEE</p>
<p><b>\$</b></p>	<p><b>TOTAL ENCLOSED WITH APPLICATION (non-refundable)</b>        Please make check payable to: Kittery Community Center/Block Party</p>

PLEASE CHECK HERE IF YOU NEED HELP SOURCING COMPOSTABLE CUTLERY, PLATES AND NAPKINS!

ARE YOU KIDDING ME?  
WHEN DOES THIS END?

IT'S SOOOOOO LONG!

WHO FARTED?





## WHO'S DOIN' WHAT NOW?

Please provide contact information and details about your plans for the Block Party!

CONTACT NAME	
WHO'S WORKING THE BOOTH?	
NAME OF BUSINESS	
ADDRESS	
CITY/TOWN/STATE/ZIP	
TELEPHONE	EMAIL
WEBSITE	
I UNDERSTAND THE KITTERY BLOCK PARTY IS A RAIN OR SHINE EVENT AND THERE ARE NO REFUNDS.	<input type="checkbox"/> PLEASE CHECK THE BOX!
TELL US WHAT'S COOKIN'?	

## THE NITTY GRITTY: KITTERY BLOCK PARTY WAIVER, RELEASE, AND INDEMNITY

I UNDERSTAND AND HEREBY AGREE TO ASSUME ALL OF THE RISK WHICH MAY BE ENCOUNTERED WITH ME OR MY STAFF'S PARTICIPATION (HEREBY PARTICIPANT) IN THE KITTERY BLOCK PARTY. TO THE FULLEST EXTENT ALLOWED BY LAW, I HEREBY RELEASE, AND HOLD HARMLESS THE TOWN OF KITTERY, ITS OFFICIALS, AGENTS AND EMPLOYEES, BLOCK PARTY SPONSORS, ALL STAFF AND VOLUNTEERS OF THIS EVENT FROM ANY AND ALL RESPONSIBILITY AND LEGAL LIABILITY FOR ANY PROPERTY OR PERSONAL INJURY DAMAGES TO THE PARTICIPANT RESULTING FROM ANY CLAIM ARISING FROM MY PARTICIPATION IN THE KITTERY BLOCK PARTY. I WILL INDEMNIFY, HOLD HARMLESS, AND DEFEND THEM IF ANY AND ALL LIABILITY, ACTIONS, CAUSES OF ACTIONS, CLAIMS, EXPENSES, AND DAMAGES ON ACCOUNT OF ANY PROPERTY OR PERSONAL DAMAGES OR INJURIES SUSTAINED BY THE PARTICIPANT WHICH MAY ARISE OUT OF AND IN CONNECTION WITH ANY ACTIVITY OR PARTICIPATION BY THE PARTICIPANT IN THE KITTERY BLOCK PARTY. WHEW.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINTED NAME

PLEASE EMAIL/RETURN YOUR APPLICATION WITH YOUR NON-REFUNDABLE PAYMENT, AND A SHORT DESCRIPTION WITH PHOTOGRAPHS AND/OR LINKS TO YOUR WEBSITE TO:

JEREMY PAUL, KITTERY COMMUNITY CENTER  
120 ROGERS ROAD, KITTERY, ME 03904  
MAKE CHECKS PAYABLE TO: KITTERY COMMUNITY CENTER/BLOCK PARTY  
OR EMAIL JPAUL@KITTERYCOMMUNITYCENTER.ORG