



Dear Vendor,

The City of Bainbridge will be sponsoring the July 4th Celebration on Friday, July 4, 2025. The event will be held at the Earle May Boat Basin, 100 Boat Basin Circle, Bainbridge, Georgia 39817.

We will now be accepting vendor applications for the event this year. The fee for each vendor will be **\$125.00**. Vendors must provide the City of Bainbridge with a **Certificate of Liability Insurance** in the amount of \$1,000,000.00, naming the City of Bainbridge as an **Additional Insured** and the **Certificate Holder**, to be considered for the event.

If you are interested in being a vendor, please fill out the enclosed application and return it, your Certificate of Liability Insurance, and the \$125.00 fee to:

The City of Bainbridge
Attention: Claire Phillips
P.O. Box 158
Bainbridge, Georgia 39818

Note: Make all checks payable to the City of Bainbridge

The application and a copy of your menu will need to be received **NO LATER THAN MONDAY, JUNE 9, 2025**.

Should you have any questions regarding the event or either application, please do not hesitate to contact me by email or number below.

Thanks,

Claire Phillips
Special Events Coordinator, City of Bainbridge
Office: (229) 726-7545
claire.phillips@bainbridgecity.com

VENDOR AGREEMENT

EVENT: July 4th Celebration

DATE: July 4, 2025

Vending Fee: \$125.00 **Total Paid:** _____ **Date Paid:** _____

Tent/Trailer: _____ **Space/Size:** _____ **Power Provided:** _____

No part of your setup may extend beyond the space provided above. This includes tent tie downs, trailer hitches, campers, canopies, etc. Please include the **TOTAL** footage required for your space. You will be assigned a space in the week prior to the event. You will not be allowed to change your space unless you receive approval from the events coordinator. This is to maintain a variety of vendors on each corner of the event and so that no two similar vendors will be in direct competition with one another.

There will be **NO** 30-amp service. If you need 30-amp service, you **MUST** bring a generator. You must also bring your own heavy duty extension cord if necessary for setup.

Will you be using a generator? Please check one: **Yes** **No**

VENDOR RULES

1. Accept location assigned. Locations will be assigned in the week prior to the event by the Event Coordinator and are based on the product/food/beverage being sold. The City of Bainbridge reserves the right to refuse any vendor.
2. You are responsible for any Georgia Sales Tax.
3. Sell only the items noted on the application you provided to the City of Bainbridge. Only authorized vending will be allowed.
4. **NO REFUNDS** will be made for any reason, any cancellation, removal for cause, or act of God.
5. Only one 20-amp outlet is provided per spot (i.e., a spot to plug in two extension cords). **Please bring extension cords as your outlet may not be right where you set up. A 30-amp service is not available.**
6. **You must bring suitable containers to handle your grey water and grease.** Running water is available at the site of the event if needed. If you have any questions concerning setup, please do not hesitate to contact the Event Coordinator.
7. Failure to abide by these rules will result in removal from the event and all fees forfeited.

VENDOR AGREEMENT

Name: _____

Business Name: _____

Work Phone: _____ **Cell Phone:** _____

Email Address: _____

Mailing Address: _____

Items to be Sold:

Please list the products you wish to sell at this event. Be very specific in your descriptions. You may use another sheet to detail these items if necessary.

I have read and will comply with the rules of this event, and I will comply with all applicable laws. I hereby release and forever discharge from any liability the event organizers, its sponsors, and their affiliated companies, officers, agents, and employees. I will also not hold the event organizers responsible for loss due to damage or theft. I understand that the above-described event in no way guarantees any return or benefit. I understand these rules and limitations.

Signature

Date