**You’re Invited!**

**Apple Day, Saturday October 5th, 2024 Penrose Park & Recreational District 401 Park Place, Penrose Colorado 81240 Registration Deadline: August 9th, 2024**

To Whom it May Concern,

You, your business, and/or organization are formally invited to set up a booth at Penrose Park on Apple Day, Saturday October, 5th, 2024.

Activities at the park traditionally start on Apple Day after the Penrose School Fun Run, the Penrose Volunteer Fireman’s Pancake Breakfast, and the Penrose Apple Day Parade and activities downtown organized by the Penrose Chamber of Commerce.

Many guests make their way to the park in the afternoon to continue the day’s festivities long into the evening. We want to try to have something for everyone. The goal is to provide a fun, safe space where everyone feels welcome. We ask that vendors be set up by 12noon to start receiving attendees.

In addition to potential vendors (that’s you) where attendees can shop to their heart’s content, there are also plans to have the following:

\*MC/Entertainment:

\*Open Basketball

\*Open Volley Ball

\*Horse Shoes

\*Cornhole

\*Cake Walk

\*Concessions

\*Some surprise attractions for the whole family

\*The night will conclude with spectacular fireworks display!

Last year, we had a great turnout! We cannot guarantee guest numbers, as is common at many fairs and festivals. We will be charging a reservation fee of $25 per booth. This fee will be refunded at the conclusion of the event to the vendors who attend and set up a booth. If a vendor does not show up the day of the event and set up a booth, their deposit will be considered forfeited and will go towards future events at the park.

Park utilities must be requested and approved by the Penrose Park Board prior to the day of the event. The cost for utilities will be $10 per booth. This fee is non-refundable.

Please note that Penrose Park and Recreation District is a separate entity from Penrose Chamber of Commerce. Vendors who want to set up booths on the parade route, on Broadway, need to contact the Penrose Chamber of Commerce.

In order to allow enough time to map out the park set up for all of the vendors and activities, you must reserve your spot by August 9th, 2024. This will work on a first come, first served basis. Spots are not guaranteed.

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**Booth Registration – Please email completed form back to** [**treasurer@penroseparkrec.com**](mailto:treasurer@penroseparkrec.com) **Name (Individual, Business, Organization)**

**Type of Organization (Sole Proprietorship, LLC, S-Corp, Charity, 501-C3, Community Club, etc.)**

**Contact Person Phone Number**

**Email**

**Type of Booth (Circle one)**

**Food Alcohol General Retail Charity Services Informational Other**

[ ] Please check box if you would like to request park utilities. Please Describe:

\*Food/Drink Vendors must provide a copy of their license(s) with this booth registration, as well as have their licenses displayed during the event.

\*Once registration is complete, advertisements for the Penrose Park & Rec Apple Day event will include the names of vendors who have signed up by the registration deadline.

\*Booth sizes and spaces may vary depending on the location within the park, and the nature of the booth.

\*If something comes up, and you need to cancel your spot, we understand. Please do so by September 6th, 2024 so that the space can be made available to another vendor in time for the event.

\*Each vendor recognizes that choosing to set up, and operate a booth during this Apple Day event, or any event at the Penrose Park, is done so on a strictly volunteer basis, and that the representatives of each individual, business and/or organization ran booth takes all responsibility for any and all inherent risks associated with such participation. Each person who participates holds Penrose Park & Recreation District, it’s Board Members, its representatives and its volunteers harmless.

By signing this registration form, every participant agrees to adhere to the rules and guidelines set forth for this event to ensure a safe event/festival. If the rules and guidelines are not adhered to, the individual signing this form (and/or their team, or group) will be considered in violation of this contract, and asked to leave the event. Also, they may not be invited back to future events.

By signing this form, participants indicate their understanding and assumption of the inherent risks and their voluntary participation in any of the activities associated with having a booth at this event. All participants will hold Penrose Park and Recreation District, its Board Members, its representatives and its volunteers harmless.

**Signature: (Individual Participant, Team Captain, or Business Owner or Representative)**