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TOWN ADMINISTRATOR
Calvin A. Bonenberger Jr.



TOWN OF RISING SUN EVENT VENDOR APPLICATION

Contact Information:

Business Name:	Contact Name(s):
Address:	
Contact Ph:	
Email Address:	
Emergency Contact:	
Description of Business, Craft	

Select Town Event – Choose 1 or both events:

<input type="radio"/> Spooktacular	Date: Saturday, October 11, 2025	Time: 11am - 4pm
Booth Space (10' x 10' spaces) - Number of Spaces: _____ at \$60 per space = \$ _____		
<input type="radio"/> Winter Extravaganza	Date: Saturday, December 13, 2025	Time: 4pm - 8pm
Booth Space (10' x 10' spaces) - Number of Spaces: _____ at \$60 per space = \$ _____		

Vendor Type (please select one):

<input type="radio"/> Retail	<input type="radio"/> Food
<input type="radio"/> For Profit <input type="radio"/> Non-Profit - Must submit proof of non-profit status.	
If food, type of food _____	

LIABILITY WAIVER

I, the registrant or parent/guardian of the registrant agrees that I will abide by the rules as set forth in the invitation to participate letter. Recognizing the possibility of physical injury associated with the activity and in consideration of the Town of Rising Sun and the employees, officers, directors, agents, successors, and assigns of said parties from any claims resulting from the registrant's participation in the event, I acknowledge that Rising Sun does not carry accident and health insurance, and assure Rising Sun the registrant is fully covered by medical insurance.

IMPORTANT NOTES

You are responsible for collecting and submitting the 6% Maryland Sales Tax. Valid trader license should be present where applicable. Vendors will be taken on a 1st come 1st serve basis. Please send your application in early along with payment so you will have a spot. Please report to the Welcome Table upon arrival.

DO'S & DON'TS

1. Please, no cans of silly string or other items that can create a nuisance, be abused, or create unnecessary trash.
2. Remember that this is a family event; the Town of Rising Sun reserves the right to request that any items not deemed to be suitable for viewing by all ages be removed from your display(s).
3. We ask that each vendor be responsible for cleaning up their respective areas at the end of the day. Set up will begin at approximately 2-3 hours before the event's start time and breakdown will not begin until the end time of event.
4. No vehicles will be allowed back in the area until 1 hour after the event ends, this provides time for all vendors to clean up without traffic interruptions.

APPLICATION & PAYMENT DUE PRIOR TO EVENT TO SAVE YOUR SPACE

MAILING ADDRESS	IN-PERSON DELIVERY ADDRESS
Town of Rising Sun ATTN: Event Coordinator P.O. Box 456 Rising Sun, MD 21911	Town of Rising Sun ATTN: Event Coordinator 1 E Main Street Rising Sun, MD 21911

AGREEMENT & SIGNATURE

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a participant, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

Signature _____

Printed Name _____

Date _____