

Hello! 2020 is here and June is approaching faster than you can imagine! We have been busy making preparations for the 2020 Lupine Festival and look forward to hosting you!

A few notes about the 2020 Lupine Festival Market. We have decided to only run the market 1 day this year, Saturday June 13th. We had to make this decision because we can not possibly have a safe event both days. We are all volunteers, with businesses of our own, and with limited volunteers for the rest of the weekend, there was no way we would have enough coverage. At this point, for 2020 this cannot be changed. For 2021 if more folks are willing to help out on the days of, and in preparation of the event, perhaps we can go back to 2 days, but it is just not feasible or safe this year. We have extended the hours on Saturday to adjust for this. Thank you in advanced for your understanding and we apologize for any inconvenience this may cause.

The town has been talking to us about getting better wi-fi for this event and it's a work in progress, we hope to have something in place by the event this year, but it is still an uncertain if we will.

We are also considering using the playground side of the Crapo building. It would be the first time doing this but if there are any vendors who would like to be in this location please note it on your application.

We thank you and we hope that you can join us again for the 2020 Lupine Festival! All the relevant information and the application is attached, please fill it out and send it to us, as this is always a first come, first serve, event.

Thank you!

The Sugar Hill Lupine Festival Committee

Lupine Celebration Market 2020 Vendor Application

June 13th 9AM-4PM

Location: Carolina Crapo Building and Sugar Hill Meetinghouse, on Main Street Sugar Hill, NH

Fees: \$85.00 for the day- \$65.00 if paid before May 10, 2020 All fees are NON-REFUNDABLE.

Fee Includes- 12x12 outdoor space, advertising

Discounted Fees for: Members of the Franconia North Chamber of Commerce - \$45.00 (If paid before May 10, 2019,) \$65 (if paid after that date)

Please complete application legibly! ALL FIELDS ARE REQUIRED. Application must be submitted by April 10th. PLEASE DO NOT SEND YOUR FEE UNTIL YOU KNOW YOUR APPLICATION HAS BEEN ACCEPTED, we will let you know if your application has been accepted by April 20th.

Fees are non-negotiable and must be paid by June 1st should your application be accepted.

Your Name	
Business Name	
Mailing Address	
Phone	
Email	
Website	
Electricity Needed? +\$5.00	
Car Needed on Site? IF YOU DO NOT HAVE A HANDICAP PLACARD THIS IS +\$5.00	
Preferred Location (please circle)	<p>Crapo Building (outdoors) – We are considering adding some more vendors on the playground side of the Crapo building- if you would be interested in this, please let us know:</p> <p>Meetinghouse (outdoors)</p> <p>Indoors (please note, inside space is limited, you must be prepared for a space of 6X6)</p>
Description of your product/business/demonstration	
NOTES (any special requests)	

Please agree to the terms below:

I (and anyone running or managing my booth) agree to assume all responsibility for my property and person. I (and anyone running or managing my booth) will not hold the:

PLEASE INITIAL EACH

Town of Sugar Hill _____

Harman's Cheese & Country Store _____

Market Volunteers or Vendors _____

or the Franconia Notch Chamber of Commerce _____

liable for any damages, personal injury, or theft that may occur. I have read market guidelines, and will abide by the market rules, and cooperate with volunteers and organizers.

Signature: _____ Printed Name: _____

Date: _____

For more information please contact: Emily Cote or Kathie Cote via email at sugarhilllupinefestival@gmail.com

Mail Completed Applications to:

Polly's Pancake Parlor

C/O: Lupine Festival Market

672 RTE 117 Sugar Hill NH 03586

Or please SCAN and email your signed application to sugarhilllupinefestival@gmail.com If your application is accepted- we will ask for payment at that time. We reserve the right to refuse to accept any vendors for any reason.

Sugar Hill Market Information and Guidelines **Sugar Hill Meetinghouse and the Carolina Crapo Memorial Building**

The market is at the Carolina Crapo Building and the Sugar Hill Meetinghouse. **If you have a preference, please note it on your application.** You will **NOT** be able to switch locations on the day of the market.

Set-Up: Starts at 7 am and ends at 8:30 am on Saturday. **BEFORE** you set up, check in at the Meetinghouse. If you do not set up in your assigned location the Lupine Committee and volunteers reserve the right to move your set up to the assigned location. **If you need a vehicle or trailer on the grounds after 8:30 am, please note this on your application as there is a fee associated, unless you have a handicap placard.**

Parking: Please **WAIT** for the parking volunteers before parking in a designated vendor area. All cars must be parked by 8:30 am. If you need your car available during the day, note this on your application. We **NEED** these parking spaces available for visitors who have handicap placards. If you do **NOT** have a handicap placard you can **NOT** park in our designated handicap spots, if you need your car with you, it becomes a pretty big hassle for us to find the space for everyone. Please park your car either in the field, **BEFORE** 8:30, or Brenda at Harmans has offered some parking to crapo vendors behind the post office, but that space is limited.

Wi-Fi: The Wi-Fi is unreliable. We understand that this is inconvenient to those who use square or other credit card processing applications. Please be prepared to use them offline! We are working on boosting the Wi-Fi in both locations, but we need to work with the town to do so be prepared for internet to be unreliable.

Dogs/Pets: With the exception of service animals, pets are **NOT** allowed in the buildings. If possible, please leave your pet at home.

Smoking: Smoking is **NOT** allowed in the vendor area. You may smoke in the parking areas.

ATM: There is not an ATM in Sugar Hill, the nearest ATMs are in Franconia or Lisbon.

Toilets: Inside the Meetinghouse, portable toilet at Meetinghouse, downstairs at the Crapo Building.

Coffee & Food: There will be food and coffee vendors with luncheon entrees. Luncheon tables will be set up inside the meetinghouse and if weather co-operates, tables will set up outside also.

Do NOT break down EARLY: Please do **NOT** pack up or take down tents before closing. If we have a weather situation; you will be notified, and we will close early for safety. If you cannot stay until closing; please note this on your application. We will consider your request to leave early. If you must leave due to an emergency, please notify a volunteer asap (before you leave).

Trash: If you are sampling at your booth or generating trash, please bring a container to collect your booth's trash. If your booth has a large amount of trash, you will be charged a \$2.00 fee for each garbage bag you wish us to dispose of.

This market is indebted to the town of Sugar Hill. The Lupine Committee is only able to sponsor this market because of the town's willingness to host and thanks to the volunteers that assist in many ways. The Police Department sets up signage for parking, the Fire Department loans us their large tent for the concert and seminars. Scott Jesseman & Jean Goehlen loan us the field to park the vehicles in, and others give their time. Help us to leave the grounds and buildings in the best condition possible. **Accidents happen, If you break something or if you see something broken, let a volunteer know ASAP.** If you have any questions, please contact me at sugarhilllupinefestival@gmail.com