



# Jay Community Recreational Centre

1036 VT Route 242 • Jay, Vermont 05859  
[jaycommunityrecreationalcentre@gmail.com](mailto:jaycommunityrecreationalcentre@gmail.com)  
[www.jaycommunityrecreationalcentre.org](http://www.jaycommunityrecreationalcentre.org)  
 Sally Rivard, Chair  
 802.318.1206  
 Denise M. Rossignol  
 802.988.2622 • 516.901.1857

## 7<sup>th</sup> Annual JCRC Oktoberfest • September 17, 2022 • 10:00 am – 3:00 pm SPONSORSHIP FORM / VENDOR APPLICATION

Regardless of size, all sponsorship and vendors will be appropriately recognized!

All Donations are Tax Deductible

### SPONSORSHIP FORM

YES, I/We \_\_\_\_\_ (please insert your/corporation's name) would like to sponsor the JCRC's 7<sup>th</sup> Annual Oktoberfest Fundraising Event on Saturday, September 17, 2022. Enclosed is my/our sponsorship of \$ \_\_\_\_\_. Please mail your payment with this form to the Jay Community Recreational Centre as noted above. (All checks are to be made payable to the JAY COMMUNITY RECREATIONAL CENTRE-LAND TRUST)

2022 JCRC's 7 <sup>th</sup> ANNUAL OKTOBERFEST FUNDRAISING EVENT SPONSORSHIP AMOUNT		
<input type="checkbox"/> \$25	<input type="checkbox"/> \$50	<input type="checkbox"/> \$75
<input type="checkbox"/> \$100	<input type="checkbox"/> \$150	<input type="checkbox"/> \$200
<input type="checkbox"/> \$250	<input type="checkbox"/> \$300	<input type="checkbox"/> \$350
<input type="checkbox"/> \$400	<input type="checkbox"/> \$500	<input type="checkbox"/> Other \$ _____
I/WE WISH TO MAKE AN "IN-KIND" DONATION OF A GIFT CERTIFICATE OR AN ITEM for the SILENT AUCTION HELD DURING OKTOBERFEST		
<input type="checkbox"/> A Gift Certificate in the amount of \$ _____		<input type="checkbox"/> Product Donation (please describe below) Value: \$ _____

Donations can be made via PayPal at [www.jaycommunityrecreationalcentre.com](http://www.jaycommunityrecreationalcentre.com) located under "Make a Donation."  
**TO BE INCLUDED ON SPONSORSHIP BANNER, YOUR SPONSORSHIP MUST BE RECEIVED NO LATER THAN AUGUST 17, 2022.**

## VENDOR APPLICATION—MUST BE SUBMITTED ON-OR-BEFORE MAY 15, 2022

YES, I/We \_\_\_\_\_ (please insert your/corporation's name) would like submit an application as a vendor for JCRC's 7<sup>th</sup> Annual Oktoberfest Fundraising Event on Saturday, September 17, 2022.

All vendor spaces are outdoors—RAIN OR SHINE

- Vendor applications are taken on a FIRST-COME, FIRST SERVED BASIS. Each vendor must select 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choice for space due to the large number of vendors who apply for this event. The sooner we receive your application and payment, the more likely you will receive your preferred location. In the event all three of your selections are sold-out, we will give you an alternative opportunity, or a refund. Application MUST be completed and submitted by May 15<sup>th</sup>.
- Upon approval of your application, you will be emailed a link for payment.
- Payment for approved vendor applications is due within 14 days of acceptance.
- Payment may be made via check, payable to Jay Community Recreational Centre or via PayPal at [www.jaycommunityrecreationalcentre.com](http://www.jaycommunityrecreationalcentre.com) located under News & Events – 7<sup>th</sup> Annual Oktoberfest "Vendor Payment."
- A confirmation will be emailed to you upon receipt of your payment, along with your space assignment
- Vendors must supply their own tent, tables, chairs, etc.
- There are NO refunds after August 17, 2022.
- Vendor Hours: 10:00 am – 3:00 pm; Set-up Time: 8:00 am – 10:00 am
- I agree to no litter left behind
- I agree to provide a Certificate of Insurance or attest to the Liability Waiver below.

### VENDOR SPACE CHOICES





**SPACE 1:** In front of Jay Town Hall (Access to Power Outlet): Single Space 12' x 12' \$35

**SPACE 2:** In front of the Snow Job Sports Shop area (no power): Single spaces ONLY – 12' x 12' \$25

**SPACE 3:** In front of Jay Village Inn/Jim Campbell Realty: (Grass area along Rte. 242, limited number of spaces) 12' x 12' \$25 no power

**SPACE 4:** Jay Country Store Field (no power): Single space 12' x 12' \$25; Double space 12' x 24' \$50; Triple space: 12' x 36' \$75

**7<sup>th</sup> Annual JCRC Oktoberfest • SPONSORSHIP FORM /VENDOR APPLICATION**  
**Sponsors and/or Vendors - Please complete the appropriate information below AND RETURN THIS TO US**

Credit Card Type: <input type="checkbox"/>		<input type="checkbox"/>				Must be in U.S. funds, drawn on a U.S. bank. <input type="checkbox"/> Check Amount: (USD) \$ _____ <input type="checkbox"/> Check Nr. _____
Credit Card Number: _____		Expiration Date: ____/____/____		CCV# _____		
Name As It Appears on Card: _____						
Authorized Signature: _____						
COMPANY/NAME: _____						
DBA: _____			EIN #: _____			
PERSON RESPONSIBLE FOR CONTRACT: (Please Print) _____						
PERMANENT MAILING ADDRESS: _____						
CITY: _____		STATE: _____		ZIP/POSTAL CODE: _____		
PHONE: _____		FAX: _____		URL: _____		
CELL PHONE: _____			EMAIL ADDRESS: _____			
BY: (Please Print Name) _____			TITLE: _____			
<b>FOR VENDORS ONLY – PLEASE COMPLETE THE INFORMATION BELOW AND RETURN WITH YOU APPLICATION</b> <i>(Refer to Vendor Space Choices Above for your Selection)</i>						
<b>FIRST CHOICE:</b> <input type="checkbox"/> SPACE #1 <input type="checkbox"/> SPACE #2 <input type="checkbox"/> SPACE #3 <input type="checkbox"/> SPACE #4		<b>SECOND CHOICE:</b> <input type="checkbox"/> SPACE #1 <input type="checkbox"/> SPACE #2 <input type="checkbox"/> SPACE #3 <input type="checkbox"/> SPACE #4		<b>THIRD CHOICE:</b> <input type="checkbox"/> SPACE #1 <input type="checkbox"/> SPACE #2 <input type="checkbox"/> SPACE #3 <input type="checkbox"/> SPACE #4		
<b>SPACE SIZE: (Please select one)</b> <input type="checkbox"/> 12' x 12' <input type="checkbox"/> 12' x 24' <input type="checkbox"/> 12' x 36'						
Please describe what you will be selling:						

**I have my own Liability Insurance:** I/we understand this is an application for vendor space only. A \$1 million liability insurance policy, naming the Town of Jay/Jay Community Recreational Centre as additional insured, **is required upon acceptance of your vendor application.** I certify that the information stated in this application form is complete and true, to the best of my knowledge. Vendors must make provisions for safeguarding their goods. Vendor assumes full liability for protecting, care and maintenance of vendor's property. I certify that I have read all of the above information, rules and regulations and agree to be bound by this contract.

**In lieu of Liability Insurance, I/we agree to the Liability Waiver below:**  
 The Jay Community Recreational Centre/Town of Jay reserves the right to refuse any vendor application. Should this occur, the fee will be refunded. The Vendor shall defend, save and hold harmless the Jay Focus Group (a 501 (c) 3 Non-Profit), The Jay Community Recreational Centre (Town of Jay), Snow Job, Inc., Todd Alix & Basse Investments, Jay Auto, Jay Village Inn, Jay Country Store and the Town of Jay, their respective officers, agents, board members, staff, volunteers, sponsors and assigns from any claims, damages, losses, liability or expense which may arise, and shall not be held responsible for any loss or damage due to fire, accident, theft, weather, acts of God, pandemics, vandalism or any other loss or injury whatsoever or not specifically described herein, whether past, present or future. Vendor booths are not insured by any sponsoring agents. Vendors must make provisions for safeguarding their goods. Vendor assumes full liability for protecting, care and maintenance of vendor's property. I certify that I have read all of the above information, rules and regulations and agree to be bound by this contract.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Contacts:**    Sally Rivard — 802.318.1206    Denise M. Rossignol — 802.988.2622 or 516.901.1857  
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*Checks payable to: Jay Community Recreational Centre*

The Jay Focus Group is a non-profit charitable organization under Section 501(c)(3) and is a co-sponsor of this event.