

Hello and thank you for considering participation in Spring Valley's Wednesdays on Broadway summer events!

Local business owners had a fun idea to put on summer events that would include art, crafts, music, and food to bring the community together as well as promote our businesses. We are excited to see this event kick off and hopefully grow throughout the summer.



Wednesdays on Broadway will take place on Broadway in historic downtown Spring Valley the 3rd Wednesday of each month June through September. A stage and music will be located at the intersection of Broadway and Courtland featuring live music each month. Spaces will be assigned based on vendor type as well as the need for electricity. Booth space is approximately 20'x20' (or 2 parking spaces). The cost is \$15 each event or pre-register for all 4 and save \$5 per event. Public Services (Fire/Ambulance/Utilities) and community non-profit organizations and clubs (Youth Groups/Service Clubs and Organizations) may register for booth space at no charge.

Vendor requirements:

- All vendors must register and pay prior to the event date
- Refunds for cancellation (up to 7 days prior to event) will be less any payment processing fees
- No refunds for cancellation within 7 days of event – if cancelling is unavoidable after that date credit can be given to sell at a future event (any location)
- Limit 1 per direct distribution vendor
- All vendors selling items must provide ST19 tax document
- Vendors must stay for the whole-time frame 5-8.
- Setup is one hour prior unless additional time is requested and approved
- Food vendors must prove license or cottage food registration
- Vendors must bring their own tables/chairs/electric cords
- All vendors must accept damage liability / waiver (through website registration) or sign form if mailing registration

- In the event of bad weather, notifications and instructions will be posted on the Wednesdays on Broadway Facebook page, and the event may be moved to an alternative location (such as the Spring Valley Community Center). No refunds will be given to vendors and exhibitors choosing not to participate for that Wednesday's event.
- Vendors will not be allowed to sell the day of event if any forms are missing – there will be lots of communication ahead of time if any are not received with registration so there should be no surprises the day of the event

You will receive an email confirmation when we receive your registration and payment.