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September 27, 2021

Vendor Notification Letter
2021 Dormont Street and Music Festival



Dear Vendor,

Your application has been selected as a vendor to participate in the 2021 Dormont Street and Music Festival. Attached is the Borough of Dormont's Street Fair Vendor Rules. **Food Vendors - please note that Rule #22.** A copy of these rules must be available at your booth during the event. Please read & sign the attached **Vendor Rules** and scan it back to BBachman@boro.dormont.pa.us or bring to the event although that is not the preferred method. I have also attached a copy of the Release of Liability and Indemnification agreement which you may have already signed. If you haven't signed, please send a **signed release or a copy of your proof of insurance** to BBachman@boro.dormont.pa.us by **October 5, 2021** (or bring with you to the event). If you plan to bring these items to the event, please email me to verify your planned attendance. If we do not hear from you nor receive this information, you may forfeit your spot to a vendor on the waitlist.

The Dormont Street and Music Festival will run from **1:00 pm until 8:00pm** on Saturday, October 9, 2021. Please note, this is a bit earlier than previous year. For unloading and setup, vehicles will be allowed in the staging area between **11:00am and 12:30pm** only on Saturday, October 9, 2021. **ONLY ONE VEHICLE PER SPACE** will be allowed inside the blocked off event area at any time. In the next few days, you will receive a tentative map of the vendor spaces. With that you will also receive is a list of vendors with their booth number. We will make an attempt to mark booth numbers in chalk on the sidewalk on the day of the event but it depends on timing. Most spaces are parking full parking spots. Please keep in mind that you are responsible for **your total set-up including tables, chairs and electricity.**

We look forward to working with you in making this a great event. If you have any questions or require additional information, please do not hesitate to contact me. I can be reached at my office 412-561-8900 ext. 227, my cell 412-737-5829 or bbachman@boro.dormont.pa.us.

Sincerely,

Beth Bachman
Community Events and Communications Coordinator