



Citizens Day in the Park

August 7, 2021

12 – 3 p.m.

McCormick Park

Vendor Information

When you have read this over entirely, complete and return the attached application form. You will be contacted upon the approval of this form. If you have any questions, contact Deputy City Recorder Lisa Scholl at lscholl@sthelensoregon.gov or 503-366-8216.

Your booth must be open during the hours of the Citizens Day in the Park. No late set-up or early take down allowed. Normal vendor and booth fees are being waived for this free community event. Vendors are encouraged to offer items being sold at a discount and/or provide an activity.

McCormick Park Parking Lot (closest to the creek access)

Booth set-up begins: 10 a.m.

New playground grand opening ceremony: 11:30 a.m.

Food service begins: 12 p.m.

CONDITIONS

The City of St. Helens agrees to provide the following:

1. 10x10 space for your booth (no power or water service available)

You agree to the following:

1. Furnish your own table, canopy, signs, and decorations.
2. Space assignment will be given to you at check-in the morning of the event. Booth set-up may begin after.
3. Vehicles must be moved to the designated parking area by 11: 00 a.m.
4. Booths cannot be dismantled or closed prior to the event hours without prior permission from staff.
5. Clean-up your area after the event.



2021 Citizens Day in the Park Vendor Application Deadline: Friday, July 30, 2021

Complete and return to:

City of St. Helens
ATTN: Lisa Scholl
265 Strand Street
St. Helens, OR 97051

Email: lscholl@sthelensoregon.gov

I/We have read and agree with the conditions stated in this application:

1. Applicant _____
2. Contact _____
3. Address _____
4. Phone _____ Phone (Alternate) _____ Email _____
5. Describe activity to be performed in booth. (games played, information displayed, items for sale, etc.)

6. Number of spaces requested _____ (10x10 space)
7. Electrical connection requested _____ (limited connections available; priority based on application submittal date)
8. Will you have a pop-up canopy? Yes No

By signing, you are agreeing to the conditions listed on the Vendor Information sheet.

Applicant Printed Name

Date

Applicant Signature

Date

Approved Denied By _____ Date _____

If denied, reason for denial: