

**Recreation Committee**

**David Quesnel**  
Chair  
**Alan Benoit**  
Member  
**Andy Shaw**  
Member  
**Michael Lijoi**  
Student Member  
**Colby Halligan**  
Student Member

**TOWN OF MANCHESTER**  
**PARKS AND RECREATION**  
**DEPARTMENT**  
**MAY 28, 2009**

**Office of the Parks and  
Recreation Department**

**Amy E. Herrmann**  
Recreation Director  
*a.herrmann@town.manchester.vt.us*

**Nancy Lewis**  
Program Coordinator  
*n.lewis@town.manchester.vt.us*

**Cynamon Marshall**  
Human Resources Administrator  
*c.marshall@town.manchester.vt.us*

**4<sup>th</sup> of July Vending Space Available**

The Town of Manchester and the Manchester Parks and Recreation are now accepting applications for food vendors for the Annual 4<sup>th</sup> of July Celebration. Vending spaces will be 10ftx10ft, issued on a first come, first serve basis at a cost of \$100. Vendors will also receive recognition on two banners, as well as in print media. The Town of Manchester will, for the evening of July 4<sup>th</sup> only, suspend the need for a Town issued vending license (seasonal/annual). Vendors must provide proof of insurance listing the Town of Manchester as additional insured at not less than 1 million dollars. It is the vendors' sole responsibility to comply with State and local Board of Health regulations. Please note that due to the vending location (Depot Street), electricity will not be available. Generators are acceptable, so long as they are quiet or can be enclosed to mute the sound. Generators must be kept off of the sidewalk.

Depot Street will be closed beginning at 5:00pm. Vendors will have until 5:30pm to complete set-up. All vendor vehicles must be out of the vending area by 5:30pm. Depot Street will re-open to traffic promptly at 9:30pm. Vendors should begin breaking down at 9:00pm and be vacated by 9:30pm.

Interested vendors must submit a completed application, a \$100 check made payable to the "Town of Manchester" and a copy of an insurance certificate naming the Town of Manchester as additional insured, and a copy of the proposed menu with pricing.

Please note that the Town of Manchester has the right to refuse any vendor application.

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**4<sup>th</sup> of July Vendor Application**

Applicant Name: \_\_\_\_\_

Vendor Name (Name to be printed on banners/in newspapers): \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Please help us by answering the following question:

Will you be using:  Propane  Generator

The following items must be enclosed in order for the application to be considered:

- Proof of insurance naming the Town of Manchester as additional insured (not less than 1 Million dollars)
- A check in the amount of \$100 made payable to the "Town of Manchester"
- A copy of the proposed menu with pricing

Please mail the completed application to:

Town of Manchester  
4<sup>th</sup> of July Vending  
6039 Main Street  
Manchester Center, VT 05255

Thank You for your support!