

Vendor Application Instructions

September 20-21, 2024

Applications are due by 4pm on August 1, 2024

Vendors are selected based on product quality, product variety, product appropriateness, and space availability.

The vendor coordinator will contact vendors directly when their application has been approved for the event. Until you are contacted, you are not approved.

Application checklist:

- The Vendor application (page 2 of this document)
- 1-5 photos of items for sale
- An itemized list of all merchandise, limited to one page (you will be only allowed to sell what is on your list. We reserve the right to inspect any and all items brought onto the park to be sold and to refuse the sale of items.)
- A money order or cashier's check payable to "City of Green River" (save your receipt until you have been accepted as a vendor, your check will be returned if you are not accepted as a vendor)
- **Proof of Liability insurance is required;** The city of Green River must be listed as secondary insured. (If you do not currently carry this insurance it may be obtained after being accepted as a vendor but you must provide a certificate within two weeks after being accepted.)
- All vendors need to have read and agreed to the 2024 Melon Days vendor guidelines (see melon-days.com for a copy)
- Food vendors must provide a copy of current food handlers permit
- Check-in is 4:00–7:00 pm Thursday evening and 8:00am–2:00pm Friday. *Both returning and new vendors may set up booths only **after check-in.***

Mail applications to:

Melon Days
PO Box 620
Green River, Utah 84525

Official Melon Days Application

Company Name _____

Contact Name _____

SS# or Tax ID# _____

Address _____

City _____

Phone _____ Phone (cell) _____

Email _____

Website _____

Food Vendors: cost of booth \$100 (\$115 after Aug 15)

Only one booth space per food vendor

Do you need power? Yes / No (food vendors only)

Product/Arts and Craft Vendors: cost of each booth space \$70 (\$80 after Aug 15)

How many spaces will you need? (max 3) _____ (product/arts & craft only)

Other: cost of each booth space \$70 (\$80 after Aug 15)

How many spaces are needed? (max 3) _____

I have read and accepted the Vendor Guidelines at melon-days.com/vendorguidelines.

Signature _____ Date ___/___/___

*If you have questions/concerns are not addressed at melon-days.com/vendorguidelines, you may contact Robin with questions at 435-820-0592 or greenriverutahevents@gmail.com