



**2018 Carrboro July 4<sup>th</sup> Community Event  
Non-Profit Display Booth Application**

**Organization Name:**

**Organization Representative:**

**Address:**

**Home Phone:**

**Work Phone:**

**Email Address:**

**Website:**

Day of assistance for loading and unloading only: YES \_\_\_\_\_ NO \_\_\_\_\_

**GENERAL INFORMATION**

Carrboro’s Family July 4<sup>th</sup> Celebration is an annual event sponsored by the Carrboro Recreation and Parks Department. Activities include games, contests, an art show exhibit, dancers, musical groups, and a large variety of children’s activities. The celebration is held on the Carrboro Town Hall Grounds, 301 W. Main Street, from 10:30am-4:00pm. In the event of rain, the event is cancelled. No rain date.

**Please return your completed application (including your signature and fee) by June 1<sup>st</sup>.**

**DATE/TIME**

Wednesday, July 4, 2018

Exhibit Hours: 10:30am-4:00pm

Set-up Time: 9:00am-10:00am

**BOOTH GUIDELINES AND FEES**

For non-profit community organizations that desire to set up an information display booth.

- **Only sale items specifically promoting the organization will be allowed.** Distributions of any kind will not be allowed, but brochures may be available to be picked up. No flag sales or giveaways allowed.
- The fee for a Non-Profit Organization display is: **\$15**  
(Checks made payable to the ‘**Town of Carrboro**’ and must accompany application)

**Fee of \$15 enclosed:**  Check made payable to Town of Carrboro. Send to address below.

Type of items to be displayed or sold: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ENTRY RULES**

1. No imports, cooked foods, flags, or commercial items are allowed for sale or giveaway. (Food sales fall under concession requirements).
2. Exhibitors must provide all display equipment, i.e. tables, chairs, easels, etc. Tents, canopies and umbrellas are allowed.
3. **No vehicles are permitted in the exhibit area between 10:00am-4:00pm.**

The Town of Carrboro will not be responsible for damage, theft, or injury to exhibitor or their booths during the event.

**SPACE ASSIGNMENTS & CONFIRMATION**

Exhibitors will receive space assignments and set-up instructions in late June. Booths are approximately 10'x10'. **You should provide your own tables, chairs, easels, etc., as well as coverings for shade or rain protection.** Some spaces are located in grassy, semi-shaded areas while others are on pavement in direct sun. The Recreation and Parks Department cannot guarantee shady spaces, grassy areas, or booth coverings. No vehicles will be permitted in the exhibit area.

**For more information and payment address contact:**

Carrboro Recreation and Parks Department  
ATTN: Emma Griffin  
100 N. Greensboro Street  
Carrboro, NC 27510  
919.918.7367  
[EGriffin@townofcarrboro.org](mailto:EGriffin@townofcarrboro.org)

Waiver: I certify that I am authorized to act for the above named individual, organization or group, that this individual, organization or group understands that approval of the exhibit space in no way constitutes or signifies town sponsorship of the activity or function conducted by this individual, organization or group and that this individual, organization or group will be responsible for adhering to the attached rules and regulations.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_