

Please accept our invitation to be part of the Riverwalk Festival. If you are a **Member of the Lowell Area Chamber of Commerce your booth fee is free for Friday night and Saturday** (Non-Chamber Member is \$100.00). Please be sure to read all the rules below. Festival Attendance 10,000 to 15,000 visitors, depending on the weather!

Non-Profit Vendors: Friday, July 7 and Saturday, July 8, 2023
Friday Evening Hours: 5:00 PM – 9:00 PM
Saturday Hours: 10:00 AM – 4:00 PM

Thank you for participating and we look forward to seeing you at the Riverwalk! Check our website for a complete schedule of events (www.riverwalkfestival.org).

Sincerely,
Lowell Area Chamber of Commerce

Guidelines for Non-Profit Vendor Application

- All displays must be tasteful and neat
- Exhibit areas are **10' wide**. We reserve the sole right to assign spaces. You will be notified of your booth space at Riverwalk
- As a thank you to our participants, free coffee and donuts will be provided, 8—9 AM in the Chamber Office on Saturday
- Due to location of exhibit area, you **CAN NOT** work out of the back of vans, cars, or trailers
- **Designated vendor/volunteer parking is provided and will be enforced**
- Booths must be fully set up when show begins at **5:00 PM Friday**
- You must notify LACC by June 20 of cancellation (Non-Chamber Members will receive a 50% refund) - (616) 897-9161
- Vendors are responsible for collection of their own sales tax and for acquiring a sales tax license
- Security will be provided for Friday night
- Non-profit vendors are prohibited from selling food items or beverages
- **Submit complete description of exhibit and sale items for approval by the Riverwalk Committee**
- **Application deadline: TUESDAY, MAY 16, 2023**

Non-Profit Vendor Application

Chamber Member Free

Non - Chamber Member \$100.00

Business Name: _____

Contact Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

E-mail: _____ **Phone:** _____

Website: _____

Name as it appears on the card _____ **Credit card number** _____

Credit card billing address _____

Credit card security # (3 or 4 digit number on back) _____ **Expiration Date** _____

Visa **MasterCard** **Discover**

Please send application and check to:
LACC, Non-Profit Vendor – PO Box 224 – Lowell, MI 49331
Fax Application and Credit Card info to (616) 897 –9101, or email info@lowellchamber.org.
www.riverwalkfestival.org