



## Vendor Fee Waiver Process / Guidelines

The goal of the Glenville Oktoberfest is to help promote Glenville and its businesses and community groups. Through sponsorships and fees from groups participating in the event, we have been able to make this a FREE event for the community!

Vendor space is available for rental by businesses and groups for a fee that helps to offset event expenses.

However, in the event community (non-profit) groups wish to participate in Glenville Oktoberfest but cannot afford the space rental fee, a request for a waiver toward the rental fee may be submitted for review. Upon review a portion of the vendor fee, or entire fee may be waived.

### Considerations:

- Groups offering to volunteer at the event for a minimum of 8 hours.
- Groups based within the Town of Glenville
- Groups providing “informational” materials (i.e. not selling items or fundraising at event)
- Groups offering an “activity” that adds to the experience of Oktoberfest attendees

Vendor Name: \_\_\_\_\_ Vendor Fee for Space: \$ \_\_\_\_\_

### Planned Role at Event:

### Outline of Benefits to Event (i.e. How Oktoberfest will be enhanced by vendor (group) participation):

Waiver Requested:  Reduced Vendor Fee  Entire Vendor Fee