



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. Request is limited to one (10x10) vendor space in the Harvest Area.

Requirements:

- Groups provide volunteers at the event for a minimum of 8 hours (note: this can be one volunteer for 8 hours, two volunteers for 4 hours each, or four volunteers for 2 hours each). Volunteer signup opportunities exist on Friday (setup), Saturday, or Sunday morning (cleanup).

Considerations:

- 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