



## Summer Nights in the Square 2024 Vendor Information

Thank you, in advance, for your participation in this year's *Summer Nights in the Square*. Below is the information you will need as a vendor for how the event will unfold this year. If you have any questions, feel free to contact the BCPAC office at 814-362-2522 or send us an email at: [arts@bcpac.com](mailto:arts@bcpac.com)

**Dates:** *June 4<sup>th</sup> / July 2<sup>nd</sup> / July 30<sup>th</sup> Please select 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> choice of date on application.*  
**Location:** *Veteran's Square and Marilyn Horen Way (downtown Bradford at the top of Main)*  
**Time:** *Vendors arrive between 4:00 and 4:30pm, ready to open by 5:00pm*  
**All vendors should plan to stay open until the close of the event at 8:00pm.**

**All vendors are responsible for your own space – food truck/trailer, tent (weighted appropriately), tables or displays and power generator, if needed.** All vendors will be pre-assigned a location, and should check-in at Marilyn Horne Way in front of Marilyn Horne Hall upon arrival, before setting up. Let us know if you will need anything additional for your set-up. Artisan vendors must be creative works that are hand made and not direct sales or flea market type sales. Music vendors and organizations are classified under “Other”. All vendors are at the discretion of the event committee.

**\*PLEASE NOTE:** *All set up and tear down is the responsibility of the individual vendors, and vendors serving food are responsible for submitting their own health application and permit to the City of Bradford no less than 10 days prior to the event. (See attached forms). Event admission is free to patrons. Please kindly provide a waste receptacle beside your area and remove any garbage following the event. A \$30 non-returnable deposit is required with the application for the event. Failure to show up will result in the loss of the deposit. Make checks payable and send to: BCPAC, PO Box 153, Bradford, PA 16701.*

If the event is cancelled for any reason, such as extreme weather conditions or circumstances beyond our control, the information will appear on our website and FB page. We will need your contact information to notify you of any updates or changes. Again, thank you for your support and we look forward to another great downtown event.

Creating Opportunities Together,

Darren B. Litz

BCPAC Executive Director

[darrenlitz@bcpac.com](mailto:darrenlitz@bcpac.com)

814-362-2522 (office) 607-542-6911(cell)



## Summer Nights in the Square 2024 Vendor Information

Return completed information to the BCPAC Office  
PO Box 153 or 119 Main Street, Bradford, PA 16701

Vendor/Business Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Cell Phone # \_\_\_\_\_

\$30 Deposit Required with application (check # \_\_\_\_\_)

Select Choice Date (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> choice) - \_\_\_\_\_ June 4 \_\_\_\_\_ July 2 \_\_\_\_\_ July 30

Type of Vendor (Please check one)

\_\_\_\_\_ **Food** (Vendor Name) \_\_\_\_\_

Specify length and width of food truck/ setup \_\_\_\_\_

Type of food served \_\_\_\_\_

(Please do not add last minute menu changes, as we promote a variety of food choices throughout the events and try to avoid duplications)

General price range of food \$ \_\_\_\_\_ - \$ \_\_\_\_\_

\_\_\_\_\_ **Artisan** 10'x10'tent max. (Vendor Name) \_\_\_\_\_

Type of art or craft \_\_\_\_\_

General price range of art/craft \$ \_\_\_\_\_ 3 \_\_\_\_\_ - \$100 \_\_\_\_\_

(\*Please note that we are not looking for direct sales vendors but rather those who create, and we also encourage live demonstrations during the event.)

\_\_\_\_\_ **Other** 10'x10' tent max. (Organization/ Business Name) \_\_\_\_\_

Type of organization/business \_\_\_\_\_