



Just in Time for Valentines

VENDOR OVERVIEW

Please review the important details for participants prior to submitting your reservation.

FESTIVAL Schedule

Fire and Ice is an outdoor based Street Festival/Ice Carving competition that will be held on Main Street in Putnam, CT on February 12, 2022. Vendor Fair will be located inside TNECT Bradley Playhouse.

FESTIVAL Rules & Procedures

VENDORS: The committee reserves the right to disallow or limit any vendor. Vendors should plan to setup within an 8ft space. Reservations are at the discretion of the committee, based on the number of applicants specializing in the same wares. Thank you for your interest in reserving a space for the 'Just in Time for Valentines Vendor Fair'.

MERCHANT OVERVIEW & Reservations

There is a \$50.00 SPACE FEE to participate. Space is BY RESERVATION ONLY and will fit (1) 8ft table. Spaces will be located INSIDE at The Bradley Playhouse. Merchants must bring their own display(s), tables, chairs, etc.

COVID Protective Mandates

State of Connecticut COVID-19 guidelines must be followed by all participants and attendees, including required use of a mask or face covering by anyone in a public place who cannot maintain a social distance. Merchants must come prepared with their own mask or face covering and have hand sanitizer available at their booth location. The Town of Putnam will have a supply of masks on site for patrons should they not have a mask.

SET-UP & Take-Down

Set-up 10:30am - 11:30am (event opens at 12:00pm) | Take-down 5:00pm

CHECK-IN | Security

Vendor check-in will be between 10:30 - 11:30am. An email will go out to all vendors the Monday prior to the event with more detailed information. It is the responsibility of each vendor to oversee your items at all times.

QUESTIONS | Weather Policy

You will be given the primary contact should you need assistance day-of. For further information, please call Amanda Heibel at 860-630-4979 or email at aheibel@jcsbank.com. The Fire and Ice Festival Committee strives to ensure that the event moves forward as planned. However, there is a chance that extreme inclement weather may require activities to be cancelled. In the event of heavy rain, a Nor'easter, or other unforeseen emergent situations, the committee will consider cancelling the festival. Announcements will be made on WINY Radio 1350AM, as well as on our Discover Putnam Facebook page. **We will contact vendors by email no later than noon on February 11th.** In the event that the festival continues despite less-than-ideal weather conditions, vendors who do not show up for the event will not be issued a refund.

TO Enter: <https://pbadiscoverputnam.wufoo.com/forms/fire-ice-vendor-space-reservation>

FIRE & ICE