

Special Event: Vendor/Concession

Category	Resident Per Event Non-Profit	Resident Per Event Business	Non-Resident Per Event Business/Non-Profit
Event Booth	\$121	\$134	\$147

Additional Fees

Transfer Fee	\$35 per request
Banner Permit (Exchange Bank)	\$67 per banner period/application

Facility Attendant Fees \$39 per hour

Reservation Policy – reservations are accepted and valid upon the following:

1. Completion of Town application.
2. Deposit and the application fee submitted to the Parks and Recreation Department.
3. Reservations may be made up to one (1) year in advance.

Cancellation Policy

1. If a reservation is canceled sixty (60) days or more prior to event, 50% of the deposit will be returned.
2. If reservation is canceled between thirty-one (31) and fifty-nine (59) days prior to event, no deposit will be returned.
3. If reservation is canceled thirty (30) or fewer days prior to event, the deposit and all fees paid will not be returned.
4. Refunded deposits (or a portion thereof) will be mailed within six (6) weeks after cancellation.