

Gleneden Beach Parade Vendor Guidelines

It's that time to start planning the annual Gleneden Beach 4th of July Parade. This year we are celebrating our 28th year and we invite you to be a part of it! This year's parade and fair will take place on Friday, July 4th, 2025.

1. Requirements:

- a. Pre-registration is required by June 15th, 2025.
- b. All vendors need to be self-insured and provide us a copy of their Certificate of Liability Insurance dated within 30 days showing coverage for 1 million dollars, and shows the policy is current for the event date, for our records, and have their own with them at the event. Vendors also need to have Workman's Compensation Insurance for all employees.
- c. All food or drink vendors must have at least one person with an Oregon county Food Service Permit in the booth at all times, and have their permit with them.
- d. No animals or pets of any kind are allowed within the food service areas.
- e. Until these are completed, in advance, you are not approved.
- f. If you are found to be non-compliant on the day of the event, you will be forfeit of your space, or closed down, and be forfeit of your fee, and you may not be eligible to participate next year.
- g. Upon approval, we will send you an email with a payment link to our secure Stripe credit card payment processor.

2. Day of the parade:

- a. All vendors please check in with Vendor Coordinator the morning of the 4th in the parking area of Salishack Tavern.
- b. Check-in and setup can begin at 8AM and need be complete by 11AM, when we officially start. Please unload and move your vehicle to the designated vendor parking area first, avoiding the music stage setup. You are required to park in the designated parking areas only.
- c. We will not be able to accommodate any late comers and you will forfeit your vendor fee if you've not checked in with the Vendor Coordinator by 10AM. The sooner you arrive the better.
- d. The Festivities are scheduled to last until 6PM. All vendors are expected to remain setup until 3PM, when they can begin to tear down. However, load-up can't occur until the event is over or the road is clear in your location.
- e. Power can be provided to a few locations, but the number is limited as well as location. Generators are allowed as long as they are small and well muffled.
- f. Vendors need to provide their own tables, chairs, garbage can (dumpsters are provided away from the vendor area, should you need to empty), canopies and other equipment for set up.
- g. All vendors must leave their area clean at the end of the day. Please dispose of trash and gray water properly.

3. Fee Schedule: Food Trucks - \$200; Vendor 10x10 - \$50; Vendor 5x10 - \$30; Public Service 5x10 and 10x10 – Free.

Thank you very much for helping make the Gleneden Beach Parade an event to remember and cherish.