

Welcome to the Suffield on the Green application!

What is Suffield on the Green (SOTG)? This is Suffield's largest event and is run by the Suffield Knight of Columbus and Suffield Rotary Club. Suffield on the Green is a wonderful opportunity to find out about services and organizations in town, including opportunities for children. This is the place to learn about scouting, churches, school groups, local businesses, clubs, town emergency services and much more. Enjoy food prepared by town organizations while you listen to bands on the South Green. There are bounce houses and children's entertainment on the North Green.

This application is for those in the community.

Please review the maps at www.FriendsofSuffield.org to indicate your desired location. We will try to honor your request.

This application is not for those applying for the Suffield on the Green Craft Fair.

Questions?

Contact: SuffieldontheGreen@gmail.com

2024 Suffield on the Green Application

Sponsored by the Suffield Knights of Columbus & Suffield Rotary Club

September 7th & 8th, 2024 – Saturday 10-5, Sunday 11-4

BOOTH LOCATION:

GREEN:

SPACE:

For internal use only.

ORGANIZATION: _____

CONTACT INFORMATION:

NAME: _____

ADDRESS: _____
Street City State Zip Code

PHONE/E-MAIL: _____
Day Phone Evening Phone E-mail

BOOTH INFORMATION: (a booth is not reserved until a complete application and payment is received)

Description	Quantity	Unit Cost ⁷	Total Cost
# of Single Booths ¹ (12ft x 12 ft)		\$65 received by 8/1 \$85 received after 8/1	\$
# of Double Booths ¹ (24ft w x 12ft d)		\$110 received by 8/1 \$130 received after 8/1	\$
Booth Fundraising (non profit organizations only) ³		\$10 per organization addtl.	\$
Electrical plugs required ⁴		\$10 per plug	\$

Total: \$ _____

Food: (duplication of food and drink is not allowed) _____

Booth Selection: First choice: _____ Second choice: _____ Third choice: _____

NOTES:

1. Organizations will provide their own tents, tables, and chairs to fit in a 12'x12' space. Items left overnight are the responsibility of your organization.
2. No active selling (of any product) is allowed other than by pre-registered, non-profit organizations; however, items may be displayed, appointments scheduled, mailing list formed, etc.
3. It is the responsibility of the booth selling food/drink to obtain a permit from the North Central District Health Department: 860-745-0383.
4. Electricity can only be run to certain locations. For each plug requested, an exterior-rated 100 ft extension cord is required, and all cords need to be covered to prevent anyone from tripping over electrical cords. You must pay a minimum of \$10 for any booth deemed for electricity even if you do not plan on using the electricity.
5. Carnival games require Suffield Police Department approval: 860-668-3870.
6. Event occurs rain or shine, no refunds.
7. Returned checks will be charged a \$20.00 administrative fee plus all bank charges.
8. There is a \$20 cancellation fee for an accepted organization that withdraws from the event after July 1st. No refund after event is full.
9. No refunds the week prior to the event.

Please make checks payable to:
Suffield Friends, Inc.

Mail completed applications & payment to:
Suffield on the Green
PO Box 43
Suffield, CT 06078

For more information, visit www.suffieldonthegreen.org
Questions, contact: SuffieldontheGreen@gmail.com

For Internal Use Only: Date Received:

Check #:

Amount: \$