

CELEBRATE SAYBROOK VENDOR INFORMATION PACKET

Welcome and thank you for participating in our first-ever Celebrate Saybrook Street Party! We are thrilled at the wonderful response we have had to this event and look forward to a successful day for you and a fun day for all event attendees. Please review the following information carefully to help the day run smoothly.

Event Overview

FromYouFlowers is our event sponsor along with the Town of Old Saybrook, Old Saybrook Chamber of Commerce and the Old Saybrook Department of Police Services. Main Street in Old Saybrook will be closed to vehicular traffic beginning at noon and reopen at approximately 7:00 pm. The event will take place Sunday, June 25th from 1:30 pm – 6:00 pm on Main Street in Old Saybrook. The event space is located between Coulter Street and Sheffield Street and will be blocked off accordingly. You are expected to stay for the duration of the event. You may not arrive late or leave early.

Day of Event Check-In – 51 North Main Street, Old Saybrook

Event check-in will open at 10:30 am. Please report to the commuter parking lot located at 51 North Main Street to receive your assigned vendor location and to be put in line for access to the event area. ***All vendors will be allowed to proceed together to the event area after the street is successfully closed to other vehicles at noon.***

Unloading

Once you receive your assigned vendor location and are escorted to the event area you may park your food truck for the duration of the event or unload your vehicle for your booth. ***All unloading must be completed by 1:00 pm when all vehicles that are not part of the event must be parked in the designated vendor parking area in the back of the parking lot at 210 Main Street.***

If you have additional materials that you need to retrieve during the day from your vehicle, please call the event contact number to receive help with transportation.

Food Vendors – Temporary Food License

You must have an approved Temporary Food License filed with the Connecticut River Area Health District (CRAHD) ***before*** the event. ***If you have not already completed this form, a copy is included here and must be submitted to CRAHD no later than June 21st.***

Electrical Needs

Limited electricity is available for vendors. If you requested electrical service, please see the enclosed list of vendors who have been approved for electrical service. You will be provided with an extension cord to bridge the first 100' toward your electrical outlet. ***Please bring your own 100' extension cord to bridge the remaining distance.*** If you do not come prepared with your own 100' extension cord you may not have access to electricity at the event.

Beer Vendors

All beer vendors will be provided with 400 cups and 330 wristbands. Please issue a wristband to all eligible customers when you serve them if they are not already wearing one. ***You are responsible for checking for identification before issuing a wristband and with determining whether you will serve someone who is already wearing a wristband.*** Cups and wristbands will be distributed to you at the vendor check-in on the day of the event. ***Since this is the first year of this event, we strongly recommend that you bring additional cups in the event that what we have allotted is insufficient for the crowd.***

If you require extra refrigerated keg storage, please let us know. Several Main Street businesses have volunteered to provide this for our beer vendors.

Wifi

Please email jennifer.donahue@oldsaybrookct.gov no later than June 15th if your business requires wifi to operate. We have a limited number of hotspots available and will issue you a code with your check-in packet to utilize the wifi if you have indicated in advance that you require it. ***Wifi is only to be used for your POS needs.***

Bathrooms

Public bathrooms will be available in two locations on Main Street for all vendors and attendees to use.

Garbage Collection

Garbage cans will be positioned throughout Main Street and emptied on a regular basis throughout the day.

Event/Emergency Contact Information

Contact information for event assistance and emergencies will be provided in your vendor check-in packet on the day of the event.

Event End/Loading

The event will end at 6:00 pm. Once the street is cleared of pedestrians, you can retrieve your vehicles to begin packing up. ***You should plan to complete all pack up and clean up by 7:00 pm in anticipation of the street reopening to vehicular traffic.*** Please be sure to clean up after yourself using the available trash cans.

Event Schedule

Vendor Check-in	10:30 – 11:45 am	51 North Main Street
Street Opens for Vendors	Noon	
Vendor Set-up	Noon – 1:30 pm	
Vendor Vehicles to Vendor Parking	1:00 pm	210 Main Street
Event Begins	1:30 pm	
Wandering Balloons	1:30 – 6:00 pm	Main Street
Main Stage – Wicked Peach	1:30 – 3:15 pm	210 Main Street
Jason Tardy – Juggler	1:30 – 2:00 pm	191 Main Street
Astra Studio Dancers	2:15 – 2:30 pm	191 Main Street
Stilt Walker	2:00 – 5:00 pm	Main Street
Meadows Brothers	3:00 – 4:00 pm	75 Main Street Patio
Astra Studio Dancers	3:15 – 3:30 pm	191 Main Street
Jason Tardy – Juggler	3:30 – 4:00 pm	191 Main Street
Main Stage – Soul Sound Revue	4:00 – 5:45 pm	210 Main Street
Event Ends	6:00 pm	
Vendor Breakdown/Clean-up	6:00 – 7:00 pm	
Street Reopens for Traffic	7:00 pm	

Vendors Approved for Electrical Service

Electirc Vendors

David Mayne - Maynestreet Weightloss
Devon Marsden - Oyster River Arts
Devon Oconnor - Dabby's Event Services
Heather Emanuelson - Cuckoo's Nest
Heidi Clark - Johnny Ad's
James Reilly - Simon's Marketplace
Jeanna Pellino - High Hopes Riding Center
Kaitlyn Makepeace - Makepeace Designs
Kathleen Collister - Curious Escape
Kevin Staehly - Staehly Farm Winery
Kristin Mazziotti - Costco
Lynn Hill - Where Memories are Made
Mallory Hubbard - Ben & Jerry's
Marie Angersola - Gourd Art
Saker Odedra - Shakahari Restaurant
Shelia Gavish - Amston Transition Services
Vanessa Santiago - Sweetness Bites
Adriana Valle - Shoreline Happy Paws
Peng Jiang - AJ Noodle Bar
Anthony Ruitto - Get Roasted Corn
Anthony Ruitto - Get Roasted Baked Potatoes
Ben Vinci - Vinci's Concessions
Kenneth McCarthy - Rolling Smokehouse BBQ
Lauren Orourke - Little Pub Pizza
Lauren Orourke - Little Pub Sandwiches
Louis Granato - Dads Cannoli Truck
Marni Esposito - Moon Rocks Cookies
Jessica Lin - Zhang's Restaurant
Matthew Diamond - Real Estate
Robin Velez - Black Angel Corp