



Vendor Packet

- Event:** 16th Annual Southern Maryland Blessing of the Bikes
- Date:** Sunday, April 26, 2009
- Contact:** Once on-site, please contact Melissa Tracy with all questions. Saturday, April 26th on she can be reached at 443-386-9824.
- Location:** Charles County Fairgrounds
8440 Fairgrounds Road
La Plata, MD
- Directions:** *From Washington DC:*
Take Exit 7A, Branch Ave south (MD Route 5), nine miles to US Route 301 south. Follow US Route 301 south approximately 18 miles through Waldorf and La Plata. You will turn Left onto Fairgrounds Road.
- From Baltimore:*
Take 97 South to Rt. 50 West to 301 South
Take 301 South approximately 18 miles through Waldorf and La Plata. You will turn Left onto Fairgrounds Road,
- Set-up:** Saturday, April 25, 2009 (Noon – 4pm)
Sunday, April 26, 2009 (Before 8:30am)
*All exhibitors must be set-up and ready to sell by 8:30am on the 26th.
*if you need a set-up time outside of these times, please call**
- Breakdown:** Sunday, April 26, 2009 (after 6pm)
- Show Hours:** Show hours are from 9am-6pm. Booths must be staffed at all times. Early breakdown will not be permitted.
- Parking & Traffic:** All exhibitors MUST follow festival staff directions regarding vehicles on grounds during show hours.
- Ice:** Ice will be available for purchase (@ \$40.00 / 40 lb bag) the day of the event.

- Security:** All vendors are responsible for insuring their own property. The Charles County Fairgrounds, Apehangers, Special Olympics Maryland, Event Sponsors and their affiliates will not be held liable for lost, stolen or damaged property.
- Taxes:** All exhibitors are responsible for collecting and reporting Maryland sales tax (currently 5%). A list of exhibitors will be provided to the Maryland Comptroller's office prior to the festival. To receive your Maryland State Sales Tax ID Number, please call 800-492-1751.
- Insurance:** All vendors are required to submit proof of insurance prior to move-in. Please fax a copy of this form to Melissa Tracy at 410-789-5955 or mail to Blessing / Attn: Melissa Tracy / 513 Progress Dr; Ste. P / Linthicum, MD 21090
- Hold Harmless:** Enclosed you will find the Hold Harmless agreement for this year's event. Please fill out and fax to 410-798-5955 or mail back to the Special Olympics MD prior to the event.
- Permits:** Food vendors are responsible for securing all Charles County permits required by the local government in order to operate that day. Copies of documentation must be given to show management prior to event. You can contact the Charles County Health Department at 301-609-6751
- Hotels:** There are many hotels close to Charles County Fairgrounds. We have put together a list of some below.

Best Western Inn
6860 Crain Highway
La Plata, MD 20646
(301) 392-0065

Sleep Inn
6900 Crain Hwy
La Plata, MD 20646
(301) 934-4900

Bel Alton Motel
9295 Crain Hwy
Bel Alton, MD 20611
(301) 932-1774



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513 Progress Drive/ Suite P
Linthicum, MD 21090