



# ANNUAL FALL FESTIVAL VETERANS DAY CAR SHOW



***Promote your business and draw in the crowds to support  
Vets on Track Foundation***

## 2025 VENDOR INFORMATION

**Saturday, November 15, 2025  
12:00 p.m. – 4:00 p.m.**

**Chesterfield Public Library, Central Library  
7051 Lucy Corr Blvd., Chesterfield, VA 23832**

### SET-UP INFORMATION:

Check-in before setting up and enter the parking lot using the **Lori Road/Frith Lane entrance**.

Arrival is strictly between **9:30 a.m. – 10:30 a.m.**

### ENCOURAGEMENT:

Vendors are encouraged to bring trinkets, candy, giveaways, or promotional information for 100-150 children and their families.



### TERMS & CONDITIONS:

- All Vendors agree to remain all day until after 4 p.m. or when officials deem it safe to exit.
- Unload all items from vehicles before setting up the booth and move vehicle to event parking.
- Vendors are responsible for the security of their own property.
- Each **vendor space is equal to one parking space**. Space is limited and vendors requiring more than one parking space may be charged for additional space.
- Vendors must provide their own tents, tables, and chairs if needed. Any tents, banners, or advertisements containing profanity, nudity, or anything that is in violation of Chesterfield County code are prohibited.
- All vendors are responsible for the collection of all sales tax and meeting local license and permit requirements for resale, if applicable.
- Any music/sound equipment should be heard at your location only (no profanity, clean versions only).
- Vendors are responsible to completely clean up their area, including removal of all trash (use of the garbage bins supplied for the event patrons is prohibited).
- Alcohol is strictly prohibited. It cannot be brought to the festival area by anyone.
- All food and non-alcoholic drink items will be sold by food trucks only.
  - Food-based vendors may provide samples for consumption.
  - Food for personal consumption by vendors and their associates is permissible.
- **Electricity is not available**. Use of a generator requires prior approval.
- No rain date if event is cancelled and registration fees will be refunded.

For questions or additional information, please email us at [chestervarotary@gmail.com](mailto:chestervarotary@gmail.com) or call **(804) 715-1829**. You may also visit us online at [chestervarotary.org](http://chestervarotary.org).

*\*This is an all-volunteer organization, and responses may not be immediate, we appreciate your patience.*



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**LOCATION:** Chesterfield Public Library, Central Library; 7051 Lucy Corr Blvd., Chesterfield, VA 23832

**ENTERANCE:** Enter the parking lot using the Lori Road/Frith Lane entrance between 9:30 a.m. – 10:30 a.m.

## 2025 VENDOR REGISTRATION

☐ \$25 Informational Vendor (not selling anything) Registration Fee.

☐ \$50 Merchant Vendor (selling something) Registration Fee.

**LIMIT:** Vendors are first come, first serve, and limited to 20 vendors at the event.

**SUBMIT:** Registration must be submitted and received before November 1, 2025, by mail or email to [chestervarotary@gmail.com](mailto:chestervarotary@gmail.com). Registration received after this date will be considered on a case-by-case basis and if approved, will be subject to a 10% late fee.

**PAYMENT:** Online payments at [chestervarotary.org](http://chestervarotary.org); Checks, or Money Orders payable to: Chester Rotary. Any returned checks will be assessed a \$35 return fee.

### PLEASE PRINT OR TYPE OUT INFORMATION:

**Business/Organization Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Contact Number:** \_\_\_\_\_ **Contact Email:** \_\_\_\_\_

**Type of Booth:** ☐ Table ☐ Trailer ☐ Truck **Will you use a generator?** ☐ Yes ☐ No

**Website/Facebook/Square Store:** \_\_\_\_\_

**Description of goods/services (you will only be allowed to sell what is listed):** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

*In consideration to signing this form, I (the undersign, their staff, and their affiliates), do hereby release any and all rights and claims against The Rotary Club of Chester, The Annual Fall Festival Veterans Day Car Show, its Coordinators, and assignees for any and all injuries and incidents suffered or by loss at the car show. I further authorize The Rotary Club of Chester to utilize my business name, logo, and website on any and all promotional materials verbally, printed, and digitally.*

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*By signing the above, I am stating that I have read and understand the application and information sheet enclosed.*