

* * THIS SIDE FOR NON-PROFIT TABLE SPACE ONLY * *

Please help us make the event a success and enable efficient set up and tear down by following the instructions below

TABLE SET UP

1. You are responsible for supplying, carrying, and setting up of your tables, chairs, literature, decorations, and supplies. Power is not available; generators are not allowed.
2. Frederick Pride organizers will assign a table location under the Carroll Street Community Bridge prior to the event. Check your email for a booth map and unloading site.
3. We will be ready for your non-profit/organization to arrive starting at 8:30 am. If you arrive earlier you may need to wait until the Facilities team has finished any site preparation. Please arrive no later than 10:00 am and have your area set up and ready by 11:00am, when the event officially starts. You need not wait until 11:00 am to begin.
4. Each agreement is for one approximately 6 foot table space spot unless prior arrangements were made with Frederick Pride organizers.

TABLE BREAK-DOWN

1. Frederick Pride ends at 6:00 pm, at which time you are required to pack up your materials and trash around your space. You may break down starting at 5:30 pm if it rains and/or if you find traffic is diminished. New people arrive throughout the day, so be prepared for them.
2. Members of the Facilities team will not be able to carry materials or help you break down.

OTHER IMPORTANT ITEMS

1. There is to be no solicitation of cash donations on-site since this activity is reserved to The Frederick Center as organizer of Frederick Pride. No selling or collecting monies from non-profit tables, period. Items can, however, be given away. Any organization—including non-profits—that sells items must apply as a paying business booth.
2. There is no entrance fee or other cost to anyone to attend Frederick Pride.
3. Frederick Pride will take place rain or shine. Table fees are non-refundable.
4. Vehicles are not allowed within the park—on grass or bricks—per City rules.
5. No games of chance for money are permitted. This includes raffles, bingo, carnival games, lottery, wheels of chance, etc., or other similar activities requiring money. Free spins for promotional items are permitted as long as no payment is accepted.
6. Alcohol cannot be consumed anywhere in the park except within the designated alcohol area.
7. The Frederick Center reserves the right to cancel applications from organizations or individuals that do not support the mission and values of the organization.
<http://www.thefrederickcenter.org/home/about>
8. Although unlikely, protesters may show up. Frederick City Police Department officers are aware of Frederick Pride and will be checking in on a regular basis. We have been told to ignore anyone like this who shows up and to not engage them in any manner.