

## **Foxborough Founders Day June 12, 2010**

Organization:

Booth / Site Location: \_\_\_\_\_

### **BOOTH PLAYGROUND**

1. The sites at Booth Playground may be set up **starting at 7:00 AM on Saturday, June 12th**. Your group's booth site location is listed above. The June 11th issue of the Foxboro Reporter will list the field participants, booth space numbers and a map of the field area. **Booth Space numbers will be spray painted on the grass.** Vehicles may enter the field to drop off booth items. **All non-essential vehicles must be off the field by 9:45 AM.**
2. Groups should enter the Booth Playground by the roadway (Hobie Blvd) opposite Union St.. Each group must check in with a field worker who will escort you to your booth site. The field workers will be wearing orange vests.  
  
Permitted Parking is in the parking lot near the Recreation Shed. You must have the permit visible in your car to park and to ensure you will not be towed.
3. Each group is responsible for its own tables, chairs, shade, sunscreen, etc.
4. If you are using electrical equipment, you must bring a heavy duty electrical cord of your own and you must check in at Committee Headquarters before plugging in. No electrical service will be provided for unexpected equipment. **No private generators are allowed on the field. The committee reserves the right to unplug defective or excessive current drawing equipment. All hook-ups must be ordered in advance of June 5<sup>th</sup>.**
5. If you are using town water, please go to Committee Headquarters to be shown the location of the water supply.
6. Every group must complete an Insurance Indemnification form. If the form has not yet been completed, your registration is incomplete and the early registration discount does not apply to you group. In any event, **it must be returned to the Founders Day Committee by June 5 or your group will not be allowed on the field. Mail or return to town hall at 40 South St.**
7. If your group is selling food **you must have a food permit issued by the Board of Health. It is the responsibility of each applicant to ensure receipt of food permit and to post permit as required by the Foxborough Board of Health.**
8. **Each booth is responsible for keeping its own area clean and ensuring all trash from the days activity is deposited in the dumpster located next to the baseball backstop on the southeast side of the field.**

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Please note that the Founders day Committee is currently trying to obtain recycling bins to place on the field along side of trash barrels. Should these bins be obtained, please encourage their use for bottles and cans with a deposit value to help cover the cost of this event.

There will also be trash containers around the field for the use of guests attending the activities. **NO WASTE** from booths is to be placed in these. **All trash must be put in dumpster by each registered participant.**

9. If you use your vehicle to dismantle your booth at the end of the day, please use caution when entering and exiting the field. **All booths and vehicles must be off the field before 6:00 PM.**
10. Fireworks are scheduled for 9:15 PM. All food service must stop by 9:00 PM and all grills should be out. Do not dump hot coals or ice on the field. People will be walking on the field for fireworks. **ALL LIGHTS MUST BE OUT BEFORE 9:15 PM.**
11. If the weather is bad on Founders Day, a decision will be made by 7:00 A.M. whether or not to cancel the parade or field events. Check Cable Channel 8 and/or Channel 22 on the Foxborough Comcast Network, the web site [www.foxboroughfoundersday.com](http://www.foxboroughfoundersday.com) , or call the Founders Day Emergency Line at 508-543-9530 for a recorded message. (The Pancake Breakfast will be held, regardless of the weather). In the event of inclement weather, check later in the day on Cable Channel 8 and/or Channel 22 for weather related updates for the Fireworks.
12. In the event of a rain cancellation the Founders Day Committee will determine the scheduling of a new date, if feasible and notify all groups.
13. Please call Steve Drew at 508-942-0302, Pete St. Laurent at 508-543-3196, or Mark Emery at 508-543-3634 if you have any questions about the Field.
14. **Please bring these rules with you on Founders Day and post them for all of your organization's workers to see. The Founders Day Planning Committee reserves the right to limit future participation by groups that do not comply with the rules.**
15. **The Founders Day Committee reserves the right to prohibit any activity it deems to be dangerous or inappropriate.**

Thank you for your participation. The Founders Day Committee wishes everyone involved a fun and safe day. Let's make this the "Best Founders Day Celebration" yet.