

# City of Chandler Vendor Information

Thank you for your interest in wanting to be a part of our special events. The City of Chandler prides itself in having vendors at our events that represent the concept of the event and a vast diversity of what the city has to offer. This one-page information sheet should answer most questions about the event.

## Event: Family Easter Celebration

Date: Friday, April 3<sup>rd</sup>, 2026

Location: Dr AJ Chandler Park

Time: 5:30 pm to 8:30 pm

Vendor Application Deadline: Monday, March 2<sup>nd</sup>, 2025

**Event History:** This is the 47<sup>th</sup> annual event that is focusing on families. The main emphasis is to have an event that the entire family can enjoy. Numerous organizations have joined together to create a large fun event for the community. Last year over 3,000 guests were in attendance.

### Available Areas for Vendors:

**Non-profit Organizations Informational (\$50)** – This is for non-profit groups that want to provide information about their organization to the community. There is no selling of items.

**Business/Company Informational (\$50)** – This is for businesses or for-profit organizations that want to provide information about their organization to the community. There is no selling of items.

**Food/Beverage (\$150)** – This is any organization or business that wants to sell food, snacks, or beverages.

**Merchandise Sales (\$75)** – This is for any organization (profit or non-profit) or business that wants to sell any type of merchandise they produce.

### Responsibilities of the Vendor:

**Application** – An application must be completed and turned in by the deadline above.

**Vendor Fee** – A non-refundable fee is charged to participate in the event.

***This fee is not paid until the vendor has been notified of its acceptance into the event.***

**Supplies/Materials\*** – All supplies and materials (tables, chairs, canopies, etc.) must be provided by the vendor.

\*Vendors may elect to pay an additional fee to receive extra space for their booth.

### Event Notes:

**Available Space** – 10' x 10' space will be allocated to all approved vendors. Those needing additional space may request it on their application. If space is available, requests will be considered on a first come first serve basis.

**Applications** – The City of Chandler will accept vendor applications until 5:00 p.m. on the date of the deadline. Applications submitted or received after the deadline will not be eligible for consideration.

**Notification of Acceptance** – The City of Chandler will notify the accepted vendors within seven business days of the application deadline. All fees and additional requested information must be submitted by the new deadline.

**Duplication of Vendors** – The City of Chandler strives to keep duplication of booth items or activities down to a minimum. Our goal is to have no more than two or three of the same or similar booths.

**Waiting List** – A waiting list will be kept from the eligible applications and these vendors will be contacted if any of the accepted vendors do not meet the requirements.

For questions, please contact the Special Event Coordinator at 480-782-2669.