

Updated October 2, 2018



Town of Freeport
30 Main Street
FREEPORT, ME 04032
(207) 865-4743 FAX 865-0929

Request for Use of Town Property

Day/Date(s) of Event **First Saturdays: May 4, 2024, June 1, 2024, July 6, 2024, August 3, 2024, and September 7, 2024**

Location **55 Main St (Bartol Library) Lawn**

Arrival Time **7 am – 10 am set-up, 4 – 6 pm clean-up** Time of Activity **10 am** End Time **4 pm**

Name of Event **Makers on Main**

Description of Event **Visit Freeport created this program as a pivot from the Freeport Fall Festival in 2020 due to the pandemic. It was so popular with visitors, residents, and brick & mortar businesses that we made it into a monthly series and 2024 marks its fifth season. Each month a new mix of Makers creates fresh opportunities for Visit Freeport to use our marketing & advertising plans to encourage visitors and shoppers to return to not only shop & spend with the pop ups but also in our downtown as well. Makers set up on private and public property from 22 Main to 135 Main. While MOFGA was the town's tenant we partnered with them to host artists from their store on the lawn as part of the Makers on Main program. This location provides continuity on Main St. Once a tenant is confirmed by the Town Council, Visit Freeport would pursue their permission to continue the program. If it's no longer suitable we would happily comply and discontinue this site.**

List all activities & equipment/materials to be used on town property (food/retail sales, portable potties, etc.)

Two Maker's 10 x 10 booths (jewelers, fine artists, other crafts)

Please note that Food Carts are NOT allowed on public property.

Description of Town Equipment or Personnel requested **We borrow barricades and cones from public works for one of the other Makers locations. That request is submitted when we turn our Special Event Permit into Lt. Powers at Freeport PD.**

A Detailed Plan/Diagram of all event activities must be included with your request. **Attached**

If event is anticipated to affect traffic in any way (e.g. road race) or number of participants is expected to exceed 250, a Special Event Permit from the Freeport Police Department is required. **To be submitted along with a Temporary Activity Permit after all sites are finalized. A COI will also be provided if use is approved. Visit Freeport carries a 2M policy.**

Organization/Individual making request **Visit Freeport**

Non-Profit **X**

Contact/Title **Margaret Hoffman, Community Relations Manager**

Address **115 Main Street, Freeport ME 04032**

Day Phone **207-865-1212** Cell Phone **207-350-9639** Email **Margaret@VisitFreeport.com**

RULES & REQUIREMENTS

Groups/individuals are required to provide proof of liability insurance - \$400,000 Bodily Injury & Property Damage naming the town as additional insured*.

If alcohol is to be served, a caterer is required and the caterer is also required to show proof of insurance with both General Liability and liquor liability and naming the town as additional insured.

For events where alcohol is to be served, an off duty Freeport police officer is required to be present for the duration of the event, to be hired at the expense of the applicant.

The Town shall indemnify and hold harmless the USER from claims, suits or liabilities resulting from the negligence of the Town, its officers, agents and employees. The USER shall indemnify and hold harmless the Town its officers, agents and employees from claims, suits or liabilities resulting from the negligence of the USER.

The USER shall hold harmless, indemnify and defend the Town against liabilities, expenses and losses imposed upon them as a result of the negligent actions or inaction of the USER related to its use or operation of the premises. The Town shall hold harmless, indemnify and defend the USER against liabilities, expenses and losses imposed upon them as a result of the actions or inaction of the Town's employees, officers or agents related to its ownership of the Premises. This obligation to indemnify shall not waive any defense immunity or limitation of liability, which may be available to the USER, under the Maine Tort Claims Act pursuant to the provisions of 14 MRSA Section 8101 et seq. or any other privileges or immunities as may be provided by law.

**If the group does not currently have insurance they may check with their personal agent or purchase it through the TULIP program at www.ebi-ins.com/tulip.
The Town's TULIP ID number is 0419-005

I hereby acknowledge and agree that the event sponsor and the participants will comply with all applicable laws of the State of Maine and the Town of Freeport, and adhere to the conditions granted by this application.

Signature of authorized representative: _____

Printed name: **Margaret Hoffman** Date: **3/9/24**

*** RETURN COMPLETED FORM & CERTIFICATE OF INSURANCE TO THE FREEPORT TOWN MANAGER'S OFFICE AT LEAST TWO WEEKS PRIOR TO THE TOWN COUNCIL MEETING AGENDA YOU WANT YOUR REQUEST TO BE CONSIDERED.**

Authorizing Authority Use Only

Date received: _____

By: _____

Denied Approved Approved with conditions Date notified: _____

Conditions: _____

Visit Freeport – Makers on Main – Bartol Library





Town of Freeport
30 Main Street
FREEPORT, ME 04032
(207) 865-4743 FAX 865-0929

Request for Use of Town Property

Day/Date(s) of Event **Friday, October 4 through Sunday, October 6, 2024**

Location **30 Main St (Town Hall) Parking Lot and potentially front garden/amphitheater if complete**

Arrival Time **8 am – 11 am set-up on Fri, 4 – 6 pm clean-up on Sunday**

Time of Activity **FRI 12 – 6, SAT 10 – 6, SUN 10 – 4**

Name of Event **Freeport Fall Festival**

Description of Event **Now in its 25th year, the Freeport Fall Festival is one of the most important weekends in the year for local merchants, lodging operators and restaurants. Visit Freeport is requesting use of the Town Hall front parking lot for additional artisan and makers booths and the amphitheater for free children’s activities and performances. It was not available to us in 2023 due to construction which was then delayed. We have heard that construction could be complete in time for the 2024 Freeport Fall Festival and if not, we’d still like the opportunity to use the parking lot area only to expand upon the space already generously secured through the Moser family at 22 Main.**

List all activities & equipment/materials to be used on town property (food/retail sales, portable potties, etc.) **Maker’s 10 x 10 booths (jewelers, fine artists, other crafts) in the parking lot. If the amphitheater is complete, we would potentially schedule performers and free children’s activities there. Attaching the site plan from 2022 to show how the two sites work together to form an anchor to draw visitors to the southside of the village proper. Note: One accessible parking place will be displaced. It will be replaced using the loading zone immediately in front of the main walkway to the town hall side entrance and PLUS two additional handicap parking spaces will be created in the upper lot owned/managed by Maine Realty Advisors. One of the port-a-potties provided at 22 Main is an accessible unit. See site plan.**

Please note that Food Carts are NOT allowed on public property.

Description of Town Equipment or Personnel requested **Visit Freeport will be hiring a duty officer at the request of Freeport PD for the 2024 Festival. We also borrow barricades and cones from public works. Both will be submitted separately along with Special Event Permit and Temporary Activity Permits once locations are finalized. A COI will also be provided if use is approved. Visit Freeport carries a 2M policy. A Detailed Plan/Diagram of all event activities must be included with your request. Attached**

If event is anticipated to affect traffic in any way (e.g. road race) or number of participants is expected to exceed 250, a Special Event Permit from the Freeport Police Department is required. **To be submitted when final locations are confirmed.**

Organization/Individual making request **Visit Freeport** Non-Profit
Contact/Title **Margaret Hoffman, Community Relations Manager**
Address **115 Main Street, Freeport ME 04032**
Day Phone **207-865-1212** Cell Phone **207-350-9639** Email **Margaret@VisitFreeport.com**

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**If the group does not currently have insurance they may check with their personal agent or purchase it through the TULIP program at www.ebi-ins.com/tulip.
The Town's TULIP ID number is 0419-005

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Signature of authorized representative: _____

Printed name: **Margaret Hoffman** Date: **3/9/24**

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Authorizing Authority Use Only	
Date received: _____	
By: _____	
<input type="checkbox"/> Denied <input type="checkbox"/> Approved <input type="checkbox"/> Approved with conditions	Date notified: _____
Conditions: _____	



PRESENTED BY:

185+ ARTISTS & MAKERS • LIVE MUSIC • MAINE FOOD ARTISANS
FREE CHILDREN'S ACTIVITIES • FREE ADMISSION & PARKING

FREEPORT TOWN HALL AT THE CORNER OF MAIN & WEST STREETS
L.L.BEAN, KEYBANK, FREEPORT VILLAGE STATION, &

FRIDAY 12PM - 6PM
SATURDAY 10AM - 6PM
SUNDAY 10AM - 4PM

SEPTEMBER 30, OCTOBER 1 & OCTOBER 2, 2022

ART • FOOD • MUSIC



--- 23RD ANNUAL ---

SCHEDULE OF EVENTS

ALL WEEKEND

- Visit Freeport's Bubble Tent - L.L.Bean Discovery Park
- Kids are invited to go on a magical quest. Hosted by Kids Arcanum. - L.L.Bean Booth 5
- Kids can make their own gem tree to take home. Hosted by Wolf Willow Trees. - Freeport Village Station Booth 8
- Kids can hunt for apples and learn about healthy eating habits. Hosted by Taro Health. - Freeport Village Station Booth 18
- Kids are invited to play with Legos and get a free coloring book. Hosted by Anderson Windows. - Town Hall Booth 29

FRIDAY, SEPTEMBER 30TH

- 12PM-5PM: Kids are invited to get a glitter tattoo to show their sparkle. Hosted by Party Palooga and Five County Credit Union. - Town Hall Booth 45
- 12PM-5PM: Face Painting with Party Palooga - KeyBank
- 12PM-3PM: Grab a String Game Kit and learn new string games from around the world. Hosted by the Freeport Community Library. - L.L.Bean Booth 69
- 12PM-2PM: Ed Desjardins & Katie Daggett. Soulful, organic vocal harmonies with spare yet impactful musicianship. - L.L.Bean Discovery Park Stage
- 12PM-4PM: Kids create a beautiful flower-pounded print to bring home! Hats, t-shirts, handmade journals & more available for purchase. Proceeds to youth scholarships. Hosted by Through the Trees. - L.L.Bean Booth 64
- 2PM-4PM: Blue Steel Express Acoustic Duo. Low-down acoustic simmer. - L.L.Bean Discovery Park Stage
- 3PM-6PM: Kids are invited to make a felted acorn to take home. Hosted by Wolfe's Neck Center. - L.L.Bean Booth 69
- 4PM-6PM: The Old Blues Kats. Delta, Ragtime, Louisiana, Zydeco, Cajun, Texas & Country Blues. - L.L.Bean Discovery Park Stage

SATURDAY, OCTOBER 1ST

- 10AM-4PM: Local artists will work with kids to create a gel plate print to take home. Led by professional artists from the Greater Freeport community, participants can make botanical prints using fall foliage to take home. Hosted by Meetinghouse Arts. - L.L.Bean Booth 69
- 10AM-4PM: Paint-A-Pot with Freeport Community Services! This free activity lets kids paint their own Fall Festival keepsake ceramic pot! Plants will be available for sale along with popcorn to munch after the painting is done! - L.L.Bean Booth 64
- 10AM-12PM: Juke Joint Devils. Old school Jump and Swing combo. - L.L.Bean Discovery Park Stage
- 11AM-5PM: Kids are invited to get a glitter tattoo to show their sparkle. Hosted by Party Palooga and Five County Credit Union. - Town Hall Booth 45
- 11AM-5PM: Face Painting with Party Palooga - KeyBank
- 12PM-2PM: Pretty Girls Sing Soprano. Performing a variety of songs from bluegrass, folk, & traditional to country & rock-n-roll. - L.L.Bean Discovery Park Stage
- 2PM-4PM: An Overnight Low. Vintage, old-school college rock. - L.L.Bean Discovery Park Stage
- 4PM-6PM: The High Road. Original Americana Rock. - L.L.Bean Discovery Park Stage

SUNDAY, OCTOBER 2ND

- 10AM-4PM: Kids are invited to create a piece of sand art to take home. Hosted by Desert of Maine Center for Arts & Ecology. - L.L.Bean Booth 64
- 10AM-3PM: Kids are invited to meet & learn about service dogs-in-training and have fun doing some creative canine art too. Hosted by Assistance Canine Training Services (ACTS). - L.L.Bean Booth 69
- 10AM-12PM: Oyster Creek Fiddlers. Young fiddlers playing traditional music. - L.L.Bean Discovery Park Stage
- 11AM-3PM: Kids are invited to get a glitter tattoo to show their sparkle. Hosted by Party Palooga and Five County Credit Union. - Town Hall Booth 45
- 11AM-3PM: Face Painting with Party Palooga - KeyBank
- 12PM-2PM: Pejepsco Station. Mix of traditional and contemporary bluegrass, Americana, and some "bluegrassified" favorites thrown in. - L.L.Bean Discovery Park Stage
- 2PM-4PM: String Tide. Folkgrass / Americana. - L.L.Bean Discovery Park Stage

Squashbucklers, fall foliage seekers and artists young and old: make your way to the coast for Maine's Pumpkin Trail! From Labor Day through October, celebrate the arts, history and giant fruit with Visit Freeport, Maine Maritime Museum, Coastal Maine Botanical Gardens and Damariscotta Pump-knifest & Regatta. Maine's Pumpkin Trail covers 40 miles of Maine's most charming coastline, and features cruises, giant racing pumpkinboats, parades, shopping, fantastic gardens, flying & smashing pumpkins, and events for the entire family! Learn more at mainepumpkintrail.com



--- PRESENTED BY ---



--- SPONSORED BY ---

EXHIBITORS LIST

FREEPORT VILLAGE STATION

- 12 A & Em Design
- 11 Art by K. Archibald | WeeOne Handiwork
- 10 Chadbourne Woodworking
- 15 Crooked Chimney Farm
- 13 Dragon's Breath Pottery
- 3 FortHouse Studios
- 14 Jennz Creations
- 4 Moonlighter Ceramics
- 16 & 17 Padmani
- 6 RicRac Designs
- 9 Ring Farm Designs
- 1 Studio Choo 11
- 5 Virginia Monsell Art
- 2 Weavings by Halley
- 7 Wolf Willow Trees

KEYBANK

- 14 ChiGoBee Farm LLC
- 10 Cropley's Charcuterie
- 3 DelMac Designs
- 9 Gladwags Bandanas
- 11 Healing Hive Collective
- 2 Joeycat Creations
- 12 Maine Guide Quilting
- 8 North Country Photography
- 13 Original Hide-Away Boxes
- 4 Saint Crispin Leatherworks, LLC
- 6 & 7 SeaView
- 1 Shadow Hill Farm
- 15 Traditional Basketry
- 5 Walt-King Sticks & More

L.L.BEAN

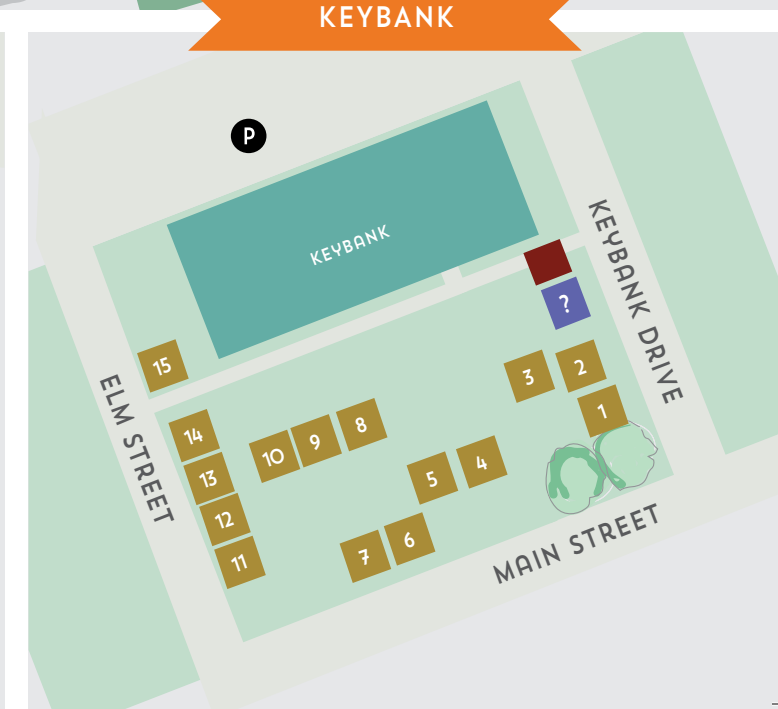
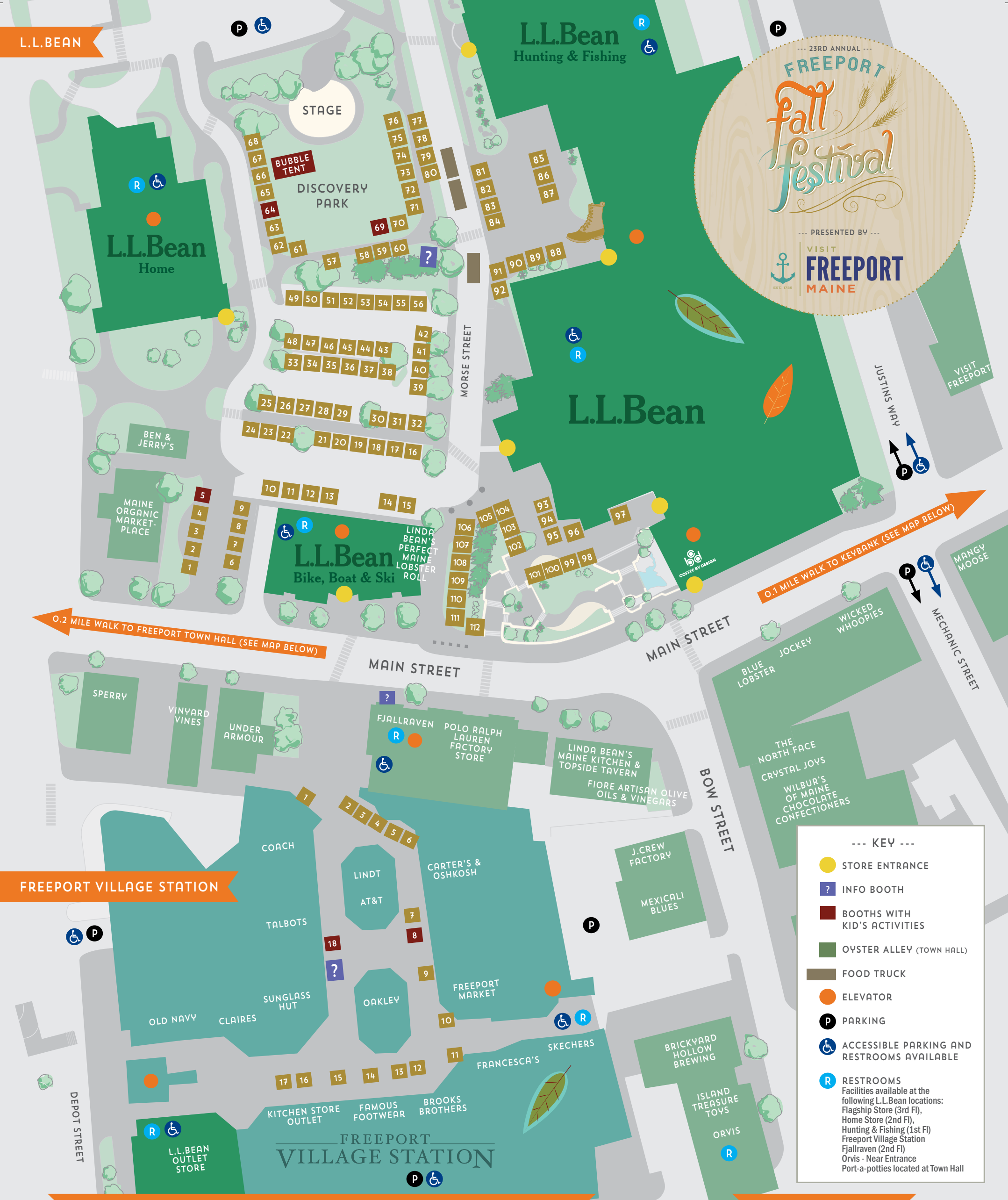
- 104 200 Faces: Portraits by Jeanelle
- 110 Abigail Hanks Arts
- 111 acorn & artisan
- 48 Akakpo & Co.
- 84 Alan Claude Inc.
- 40 Angelia Murray Fine Art
- Food Truck Athena's Cantina
- 55 Brendan Roddy Art
- 105 Buzy B'z Studio
- 16 Circle Stone Designs
- 2 Clay N Wire
- 62 Cobbs Hill Sugarhouse
- 28 & 29 Compass Rose Images
- 36 Cullen Jewelry Design
- 92 Designs by Jackie O
- 21 Dick's Sticks
- 13 DS Designs
- 102 Earth Metalworks
- 53 Earth's Alternatives
- 78 EG Designs Maine
- 89 Elizabeth Miller Jewelry Design
- 57 emmy+olly
- 68 Empanada Club
- 18 endicott designs
- 43 Eternal Knot
- 108 Falling Star Farm
- 14 Fields of Dreams Soaps
- 80 FIORE Artisan Olive Oils & Vinegars
- 73 Flower & Sugar

- 32 Flowers of Serenity
- 30 Forever Clean Soap
- 51 Freeport Glass Studio
- 83 Frenchies' Natural Products
- 79 Fresh Harvest in a Jar
- 76 Frontier Maple Sugarworks
- 22 Frost
- 45 Gabe Schiff-Verre Photography
- 24 Gem Lounge Jewelry LLC
- 23 Good Tyddyn Farm
- 71 Grey Goose Gourmet
- 106 Human Nature/Pet Works of Maine
- 81 Jill Home
- 44 KA ORA Bracelets
- 98 Kateryna Woodworks
- 41 Kathryn Downs Studio
- 4 Kids Arcanum
- 60 Kim Ferreira
- 107 Kitsune Creations
- 74 La Maree Art
- 99 Lehoux Art
- 100 Let's Go Children's Books
- 20 Linda Mahoney Woodblock Prints
- 27 Liz Prescott Creative
- 97 Lovell Designs
- 49 Maggie's Farm
- 35 Maidenhair & Moss Soap Co.
- 38 Maine Coastal Designs, LLC
- 77 Maine Granite Gifts
- 61 Maine Honeybee
- 47 Mainely Labs Studio
- 96 Maine Made Photos
- 109 Maine Soap Company
- 75 Maine's Golden Oyster
- 6 Malibu Maine
- 52 MARRICK
- 19 Mast Cove Pottery
- 33 MDI Knits
- 87 Merrymeeting Clay
- 39 Michael James Murray Art
- 90 Misty Isle Cottage
- Food Truck Mr. Tuna
- 8 NDH Designs
- 9 New England Prints
- 82 Nicole Ellis Artist
- 17 Ocean Fire Pottery
- Food Truck PB&ME
- 93 Peggy Clark Lumpkins
- 86 Penobscot Pyrographics
- 42 Pickle's Potions
- 31 Playful Jewels
- 54 Pond Dog Crafts
- 3 RAW
- 85 Richard Snow Photography
- 103 Running Blynd
- 59 Sea Rose Studios
- 25 Sea Salt & Silver
- 56 Sheepscot Handwovens
- 10 & 11 Sider's Woodcrafting
- 72 Slack Tide Maine
- 58 Splatters for Kids
- 95 Stelzer Metalworks
- 63 Steve's Original Sauces, LLC
- 65 Street Bauble
- 66 Sweet Monkey Business
- 70 Sweet Satisfaction Fudge

- 7 Tealight Studios
- 46 The Acadian
- 101 The Doggie Dorr Gourmet Dog Treats
- 15 The Light You Find
- 34 The Modern Herbalist
- 50 The Moon's Cache
- 26 The Scrimshaw Workshop
- 12 The Village Woodworker
- 37 Theresa Marie Designs
- 1 Threadtree Artisan Giftworks
- 94 Tide and Isle Co., LLC
- 8 Whispering Woods
- 112 Wicked Awesome Quilts
- 67 Zen Bear Honey Tea
- 91 Zucchini Fish

TOWN HALL

- 2 4Dogs Apparel
- 18 Abacus Beadworks
- 9 Alison Brynn Ross Illustration & Design
- 54 Bay Bracelets
- 20 Belliaces Farm
- 5 Billy Wolf
- 15 Blue Dahlia Designs
- breath & burrow
- 50 Creighton Studios
- 44 Custom Designs by Betty
- 43 Designs By Sparrow
- 21 & 22 Flux Jewelry Studio
- 46 Gi and Jos LLC
- 14 Heartful Designs
- 1 Inside Firewood
- 26 Jeffrey Scott Smith Photography
- 10 L-oma Buckwheat Pillows | The Bridges Foundation
- Oyster Alley Lady Shuckers
- 53 Little Mainer LLC
- 34 m00n lit
- 40 Maine Green
- 52 Maine Treasures Art Prints
- 13 Marc's Custom Boards
- 3 Meraki by Jaynah
- 19 Natural Remedies Elderberry Syrup
- 6 Neesha Hudson Illustration
- 49 New England Craftsman
- 28 Nono's Kitchen LLC
- 17 Nubble Light Candle Company LLC
- 7 Reclaimed Maine Co.
- 35 Redmond Philbert Handwork
- 8 Sam Lawrence Glass
- 47 Saya Studio
- 23 & 24 The Acadian Way - Ed's French Fries
- 16 The Canning Man
- 11 The Linnea Company
- 51 Threads by Design
- 48 Timber and Hide Studio
- 41 Tinted Rose Designs
- 4 Uncle Moo's Emporium
- 27 Wandering Goat LLC
- 42 White Pine Bath & Brew, LLC



L.L.BEAN

FREEPORT VILLAGE STATION

FREEPORT TOWN HALL AT THE CORNER OF MAIN & WEST STREETS

KEYBANK



0.2 MILE WALK TO FREEPORT TOWN HALL (SEE MAP BELOW)

0.1 MILE WALK TO KEYBANK (SEE MAP BELOW)