

First Friday Vendor Information for Monthly Invitation Process:

- All vendors must provide only one email address to the First Friday coordinator.
- One contact per vendor.
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- Vendors must submit an itinerant merchant application, and must provide all applicable forms before being included in the email invitation. (Refer to First Friday Policy)
- There will be a mid-month email sent out to serve as the invitation to participate in First Friday. The first 24 non-food vendors and 6 food vendors to respond will get a spot. Additional applicants will be placed on an alternate list and contacted if there are cancellations.
- Vendors cannot change businesses without contacting the First Friday coordinator and following the application process under the new company name.
- All fees must be paid by 5 p.m. on the day of First Friday. City staff will not be able to take payments after City Hall business hours. Vendors who have not paid will be turned away.
- Vehicles must be moved from all unloading areas on Central Avenue and 2nd Avenue before the event start time.