



JCLL Opening Day 2026 – Vendor Application & Guidelines

I hereby apply as a vendor for the **March 28, 2026, JCLL Opening Day Celebration**. Vendors may set up by **8:00 AM** and operate until **12:00 PM**.

The **\$40 vendor fee** is due by **March 18, 2026**, by contacting Danielle Utterback, Director of Fundraising, at fundraising4jcll@gmail.com.

Vendor Information

Name: _____

Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Phone: _____ Cell: _____

Contact Person: _____

Describe Items/Services for Sale:

Jefferson County Little League (JCLL)

Opening Day Vendor Guidelines

Thank you for your interest in being a part of JCLL's Opening Day Celebration! To ensure a smooth and enjoyable event for everyone, please review and adhere to the following guidelines:

Vendor Rules & Responsibilities:

1. **Liability & Compliance** – All vendors are responsible for carrying liability insurance and complying with all regulations set forth by the State of West Virginia.
2. **Event Location & Policies** – The event takes place on Jefferson County school property. As such, pets are not allowed, and the use of smoking, vaping, or tobacco products is strictly prohibited.
3. **Parking & Setup** – Due to limited parking, vendors may unload their items at their designated area but must move their vehicle immediately after unloading. Table(s), chair(s) and electricity will NOT be provided.
4. **Booth Presentation & Safety** – Vendors are expected to display their products in a clean, safe, and organized manner.
5. **Cleanup Responsibility** – Each vendor is responsible for ensuring their space is clean and free of debris at the end of the event.
6. **Professional Conduct** – Vendors must maintain a courteous and professional demeanor at all times.
7. **Space Assignments** – All vendor spaces will be assigned by a JCLL point of contact.
8. **Payment & Deadline** – The \$40 vendor fee is due by March 18, 2026, by contacting Danielle Utterback, Director of Fundraising, at fundraising4jcll@gmail.com.
9. **Supporting JCLL Players** – All collected fees go directly toward equipment and resources for JCLL players, helping us continue to provide a great experience for our young athletes.

By participating in the event, I/We agree to abide by all the above rules. We appreciate your cooperation and look forward to a fantastic Opening Day!