

COMMUNITY DAY VENDOR/EXHIBITOR RULES

The Township of Edgewater Park invites you to participate as a vendor at our 2017 Community Day to be held on Saturday, June 24, 2017. This event will be held at the Magowan School located at 405 Cherrix Avenue, Edgewater Park 08010. This will be a great opportunity for you to promote your business, organization, sell your crafts and delight the community with your tasty fare.

Vendors Needed:

- Arts and Crafts
- Direct Sales Vendors
- Entertainment needed – music, magicians, clowns, face painters and more ...
- Non-profit vendors
- Exhibitors

RULES & REGULATIONS

Vendor/Exhibitor spaces must be reserved by completing the enclosed Registration Form. Registrations are accepted via mail and spaces are available on a first come / space available basis. Registration deadline is June 1, 2017.

The vendor spaces are sold in increments of 10'x10' spaces @ \$30.00 per space; \$70 food sale space. Multiple spaces are permitted. This is an outdoor event so vendors are required to provide their own tent/canopy*, table and chairs. Tents/canopies must be staked or weighted securely and anchored on all four corners. *Use of tents/canopy will be weather permitted*.

Displays may not extend beyond the outside of your allotted space(s). No additional tables or displays are permitted in the right-of-way. Please consider this when deciding whether a single or double space will best suit your needs.

Vendors/Exhibitors must supply their own trash bags which can be left tied up in the parking lot next to the school building's side entrance.

Generators must remain 50' behind vendors and you must supply your own extension cord.

TERMS AND CONDITIONS

- Edgewater Park and its employees, agents, representatives, successors etc will be held harmless from all losses, claims, theft, demands, liabilities, causes of action, or expenses. Known or unknown, arising out of your participation in Community Day.
- Vendors / Exhibitors are responsible for the set-up and clean-up of their space(s).
- A Committee reserves the right to refuse any application that is deemed unsuitable for the venue. If your application is not accepted, your fee will be returned. Please make sure that you include a self-addressed stamped envelope with your registration.
- If your application is accepted, there will be NO REFUNDS for cancellations due to illness, accident or weather.
- No loud music is permitted.
- Vendors / Exhibitors keep all profits and proceeds from their sales.
- No solicitation is allowed. Brochures for non-profit organizations may be made available on their table.
- A Committee will assign the Vendor / Exhibitor location

- Set up for the event begins at 9:30am. Event runs until 4pm and no early breakdown is permitted unless there is a weather emergency.

Retail Vendor/Exhibitor:

- \$30.00 fee, payable by check to Edgewater Park, is due with the Registration Form.

Food Vendor:

- \$70.00 fee, payable by check to Edgewater Park, is due with the Registration Form. Please also include copies of applicable permits.
- It is the responsibility of the food vendor to secure approval for their Burlington County Board of Health inspection as well as obtaining Municipal Food Handler's, Electrical and Fire permits, if applicable. Anyone utilizing electricity and/or a generator will require an electrical permit and inspection.
- A Committee reserves the right to approve the sale of any particular food or beverage, so there is no duplication among other vendors.
- The sale or service of alcoholic beverages is prohibited.
- Any food vendor using a grill MUST have a fire extinguisher on-site at all times and conform to all local and state fire and health codes.
- No dumping of coolers or containers of liquid will be permitted. Please contain and dispose of all liquids off-site.

Additional Resources:

- Township of Edgewater Park @ 609.877.2050
- Edgewater Park Community Fall Festival Event Contact @ communityday@edgewaterpark-nj.com
- Township of Edgewater Park Office of the Fire Official @ 609.877.8812
- Township of Edgewater Park Board of Health Department @ 609.877.2050, Ext. 321