

# 2022 Pequannock Town Fair Regional Chamber of Commerce

Office Use only

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**Event is Rain or Shine- No refunds or credits given for any reason.**

EVENT DATE: SUNDAY, SEPTEMBER 11, 2022 EVENT TIME: 11 TO 5 SET UP TIME: 8:30 am TO 10:30am

LOCATION: PEQUANNOCK VALLEY PARK, MARVIN ROAD, POMPTON PLAINS 07444

BUSINESS NAME \_\_\_\_\_ WEBSITE \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ CELL PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ BUSINESS ADDRESS \_\_\_\_\_

DESCRIPTON OF ITEMS BEING SOLD or MENU \_\_\_\_\_

Price Point Lowest \_\_\_\_\_ Highest \_\_\_\_\_

NO REFUNDS OR CREDIT IF YOU CANCEL OR IF SHOW IS CANCELLED as stated in vendor agreement.

| Type of Vendor  | Price Before 7/1 | Price After 7/1 | # of spaces           | Total |
|---|------------------|-----------------|-----------------------|-------|
| Crafters/Artists  | \$105.00         | \$130.00        |                       |       |
| Crafters/Artists are required to email (2) photos of your craft and (1) of set-up to gdabice@definedmktg.com Subject: vendor app  |                  |                 |                       |       |
| Retail Businesses   | \$160.00         | \$185.00        |                       |       |
| Chamber Members (non-food)  | \$100.00         | \$100.00        |                       |       |
| Service Businesses (Please read description below)  | \$185.00         | \$210.00        |                       |       |
| Businesses not selling a cash & carry product, e.g. insurance, banking, installers promotions only: <b>All give-a-ways must be pre-approved,</b><br>NO Food, face painting, tattoos, or beverages.          |                  |                 |                       |       |
| Non-Profits 501c3   | \$40.00          | \$40.00         | Only 1 space          |       |
| <b>ALL Food Vendors (Must list menu items above)</b>  | \$250.00         | \$275.00        |                       |       |
| Must submit a permit application to the Pequannock Health Dept. & Fire Dept. Request an application by emailing <a href="mailto:Health@pegtwp.org">Health@pegtwp.org</a> ,<br>or calling 973-835-5700 x127. |                  |                 |                       |       |
| If using a food truck; which side of your truck needs to face the customers. Left Right Rear  |                  |                 | Size of space needed: |       |

Submit this page only with CHECK PAYABLE TO: The Pequannock Chamber of Commerce

MAIL TO: Pequannock Chamber of Commerce, 480 Newark Pompton Turnpike, Pompton Plains, NJ 07444

Pay online: <http://www.pequannockchamber.org/>

The undersigned vendor hereby applies for booth space at the above named show, has read and understands the vendor Regulations agreement below. The Pequannock Regional Chamber of Commerce (PRCC), The Township of Pequannock, township employees, event sponsors, other vendors event workers, event volunteers and event organizers shall not be liable for property damage or personal injury to vendors, its agents, or employees, which may occur on or about any part of the subject premises, regardless of how such injury or damage may have occurred. Vendor waives any claim against The Pequannock Regional Chamber of Commerce (PRCC), The Township of Pequannock, township employees, event sponsors, other vendors event workers, event volunteers and event organizers, and assumes all liability for loss or damage to vendor's property entrusted to the premises. Vendor shall hold harmless and indemnify The Pequannock Regional Chamber of Commerce (PRCC), The Township of Pequannock, township employees, event sponsors, other vendors event workers, event volunteers and event organizers against all liability or expenses arising out of any claim of injury or damage to any person or property, together with all cost in connections with the defense thereto, including attorney's fees. The above-mentioned parties will not be held responsible if show is canceled for any reason beyond its control, including acts of God, flood, acts of terrorism, war, COVID 19 shutdowns or any cause beyond its control. No refunds if show is cancelled.

I HAVE READ, UNDERSTAND & AGREE TO the above information and to the information provided on the VENDOR REGULATIONS AGREEMENT FOR THE 2022 PEQUANNOCKTOWN FAIR.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Pequannock TOWN FAIR 2022  
VENDOR REGULATIONS AGREEMENT

COVID Requirements: All vendors, helpers, aides etc. are encouraged to wear a mask while selling in their booth. Each booth will be 6' apart. Each vendor must have hand sanitizer available at your booth. This event is a come at your own risk event. We want to keep everyone safe. If Event is cancelled, there will be no refunds or credit given for any reason.

Vendor Requirements:

- All vendors must post the event on their Facebook, website, Instagram, email blasts etc.
  - All vendors receive a 10' x 10 booth space. Each space will be 6' apart
  - Vendors must provide their own tables, chairs, fixturing etc.
  - All Tents must be fire rated and be **properly weighted**. No Exceptions. Absolutely **No** staking in pavement
  - Your payment will be returned if you are not accepted. Set- up instructions are emailed 5 days prior to event.
  - 10 % Discount for Veterans.
  - All vendors must check in prior to set-up. No vendors will be permitted prior to 8:30am without prior permission
  - Vendor agrees to remain until the event's closing time and leave with all boxes, debris, etc.
  - Event Break-down: No cars parked outside vendor area allowed back in until police re-open the area.
  - Vendors may not sell merchandise placed on a cloth on the ground, or out of cardboard boxes.
  - Vendor shall not arrange their exhibit to obscure/interfere with other vendors. Electricity is not available. Only QUIET generators with ratings of 59 decibels or less are permitted.
  - The EVENT MANAGEMENT reserves the right to decline or remove any exhibit which is deemed out of keeping with the character of the event; this reservation being all inclusive as to persons, products, conduct, noise, etc.
  - Exhibitor may display and sell ONLY what he/she has listed on contract. No Vendor may offer any of the following goods or services without the written consent of The Pequannock Chamber of Commerce: food items, beverages, face-painting/tattoos, or any give-away items other vendors are selling.
  - Helium tanks must be anchored. Requirements/permits - contact the Pequannock Township Fire Dept.
  - Smoking is not permitted.
  - Non-profits and services may not sell items of any kind. They may only promote and educate.
  - **NO HAWKING**- hawking is the act of going outside of your booth space, standing in front of, or calling to customers who are near your neighbor's booth to give free samples, information etc. to draw customers to your booth. This type of vending harasses the customers and is disrespectful to the other vendors.
1. Exhibitor Agrees to read and comply with the rules and regulations in this contract. Management reserves the sole right to render all decisions, interpretations and to establish further regulations as may be deemed necessary for the overall success of the event.
  2. The EVENT MANAGEMENT assumes no responsibility for, nor guarantee of the safety of, the properties of Exhibitor, its agents, and their employees, against theft, damage from fire, accident, or any other cause whatsoever; and agrees should an accident occur within the exhibitor's space caused by the exhibitor's display or debris left by the exhibitor, the exhibitor will be held liable in case of an accident. By applying to this event, the exhibitor agrees to save and hold harmless The Pequannock Regional Chamber of Commerce (PRCC), The Township of Pequannock, township employees, event sponsors, other vendors event workers, event volunteers and event organizers from any liability resulting from such accidents.
  3. Exhibitor shall be liable for any deficiency, loss or damage suffered at the Event by reasons herein stated, and without in any way releasing said Exhibitor from any liability whatsoever.
  4. Exhibitor shall be bound by all pertinent laws, codes and regulations of municipal and other authorities having authority over said Event, and shall fulfill all municipal, state, and federal requirements including filings in connection with all business activities and all sales. NJ state sales tax & for maintaining product liability. NJ Sales/Use tax-609-292-6400 or [state.nj.us/treasury/taxation](http://state.nj.us/treasury/taxation)

Pequannock Town Fair 2022  
VENDOR REGULATIONS AGREEMENT

Cancellations

5. Exhibitor agrees that the termination of this contract by the undersigned or the sponsor allows The Pequannock Chamber of Commerce to retain the total deposit as liquidation. No refunds, credits or transfers are due if contract or event is canceled.
6. The Exhibitor agrees not to hold The Pequannock Regional Chamber of Commerce (PRCC), The Township of Pequannock, township employees, event sponsors, other vendors event workers, event volunteers and event organizers (collectively referred to as the "EVENT MANAGEMENT"), liable in respect to their collective decision either to cancel or to proceed with the scheduled Event when the threat-of-rain, unsafe conditions, or threat of unsafe conditions or state COVID 19 Cancellations.
7. If the Event is cancelled, the Event will not be further rescheduled; and there will be **no refunds nor credits of any kind**. The Pequannock Chamber of Commerce will notify vendors via email and website posting of any cancellations up to and including the day of the event.

**Food Vendors:**

All Food Vendors must apply for a Pequannock Health Dept. & Fire permit and provide an insurance certificate naming:  
The Pequannock Chamber of Commerce

Health Department contact: **Tim Zachok** Tel: 973-838-5403 x197 [tzachok@peqtwp.org](mailto:tzachok@peqtwp.org)

Fire Marshall Contact: Tel: 973-835-5700 ext. 194

Fire Permit and Health Permit applications must be submitted with payment to:

Pequannock Township  
530 Newark Pompton Turnpike  
Pompton Plains, NJ 07444  
Attn: Pequannock Town Fair

1. All Food-Vendors are required to deliver a current and valid Certificate of Insurance to The Pequannock Chamber of Commerce prior to the Event, naming The Pequannock Chamber of Commerce and The Township of Pequannock as Additional Insureds.
2. All Food-Vendors must comply with the Pequannock Health and Fire Departments regulations including the filing of all necessary permits and fees.
3. Agrees to remove all boxes, paper and trash belonging to them upon vacating their space and to keep his\her space neat in appearance and in good order while selling.
4. Fire Permits: Be sure all equipment is updated and proper inspection have been done. Vendors should have the necessary fire extinguisher which also must have proper inspection tags. Food trucks must ensure that all hoses are in good condition and all piping and electrical is up to NFPA 96 standards.  
We need to ensure safety of all vendors and visitors.
5. Food vendors: 10' x 10' unless more space is requested prior to event
6. Vendors needing a space over 24' wide may incur an additional fee.