

# Upper Deerfield Community Day Arts & Crafts - Business Display Food Vendor Registration Form

Event is held behind the Municipal Building -1325 Highway 77, Seabrook, NJ

Saturday, **April 23, 2016**, from **10 am to 4 pm**.  
Rain date is Sunday, April 24, 2016 from 12 pm to 4 pm.

**VENDOR SPACES** are not confirmed until payment is received at the Municipal Building. Craft and Business Fees are **\$25.00** if paid by April 15, **\$35.00** after April 15. **Your cancelled check is your confirmation receipt, you will not receive any other notification.** Only registered non-profit organizations will be provided a space at no charge to hand out literature or provide information. Please provide non-profit certificate with application.

**10' x 10' Space:** Vendor provides their own canopy which needs to be **weighted down** as this year the canopy tents will be **on an asphalt surface**. Space is limited and subject to availability. **OR**  
**8' x 5' Space:** under Township Tents are available for Businesses & Non-Profit Organizations who wish to provide information or hand out literature. Sale of items is prohibited. Space is limited and subject to availability.

**ALL VENDORS must provide their own table & chairs.** We do not provide electricity. We do allow multiple vendors from each direct sales company (you may ask if another vendor is registered). If a vendor needs multiple display spaces the registration fee is proportional to the amount of space required. (There are No Refunds)

**Prohibited Items:** include items that are deemed a nuisance or a public safety concern such as but not limited to: silly string, disappearing ink, hair spray coloring, plastic weapons, snap pops, poppers, fake cigarettes, stink bombs or any other destructive item. The Community Day Event Committee will inform the vendor based on items identified in their application or will require vendor to stop selling the merchandise the day of the event if it is deemed inappropriate.

**SETUP:** 7 am to 9:30 am for Saturday and 9 am to 11:30 am for Sunday our rain date.  
Due to safety precautions, **vendors will not be allowed to drive their vehicles to the Arts & Crafts and Business Display area between the hours of 9:45 AM and 4 PM.**

**FOOD VENDORS - \$50.00** per major food item - Must have insurance certificate for day of event and rain date showing Upper Deerfield Township as an additional insured, provide copy of New Jersey Sales Tax Certificate or proof that the organization is registered as a non-profit organization. Cumberland County Health Dept Application & Certificate is required and responsibility of vendor. The vendor fee will be waived for registered non-profit organization. The Committee will not allow duplication of major food items. Food Vendors must arrive between 7AM and 8:30 AM for Saturday and 9 AM to 10:30 AM on Sunday. **Vendors arriving after 8:30 AM may not be located with the other food vendors.** Registrations received after April 8<sup>th</sup> will be charged a late fee of \$25 per food item.

Please fill out the form below and make checks payable to Upper Deerfield Township Recreation Trust and mail your check with the registration form to:

Township of Upper Deerfield  
1325 Highway 77  
Seabrook, NJ 08302

For more information on craft or business spaces please contact Cindy at 856-455-3121  
For more information on food vendor spaces please contact Carol at 856-451-3985

# Upper Deerfield Community Day Arts & Crafts - Business Display Vendor Registration Form

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Car License Plate: \_\_\_\_\_

Make and Model of Car: \_\_\_\_\_

Vendor Merchandise: \_\_\_\_\_

\_\_\_\_\_

Vendor will provide own Canopy: \_\_\_\_\_ If Yes, what size \_\_\_\_\_

Vendor will use 8' x 5' space under Township Tents. Spaces are available for Businesses & Non-Profit Organizations who wish to provide information or hand out literature. Sale of items is prohibited. Space is limited and subject to availability: \_\_\_\_\_

Non-profit Organization certificate attached \_\_\_\_\_

Amount Enclosed: \_\_\_\_\_

Vendor space is not confirmed until payment is received at the Municipal Building. **Your check is your space confirmation receipt**, you will not receive any other notification of receipt from the Township. Registrations received **after April 15th** will be charged a **late fee of \$10 per space**.

**NOTE:** For vendors who will be using their own free standing canopy – This year all free-standing canopies will be on an asphalt surface, therefore vendors will need to bring weights so the canopies do not get blown away in the open recreation areas.

**For more information on craft or business spaces contact Cindy at 856-455-3121**