

# Hampton Day 2017 Vendor Application

**Hampton Park (behind the municipal building)**

**Event Date:** Saturday, June 10<sup>th</sup>, 2017

**Event Time:** 3:00pm – Dusk **Set up after 2:00pm**

\$25.00 for vendor space, No charge for non-profit organizations

Please register by June 8<sup>th</sup>, 2017

**PLEASE NOTE:** Depending on the type of goods or services you will be providing, Hampton Township may require a Certificate of Liability Insurance to be a vendor at township events. Please call 973-383-5570 for more information or questions.

## VENDOR APPLICATION FORM

In returning this form, **I acknowledge and agree to follow the enclosed vendor regulations** to ensure the success of the event and safety for all concerned. The Hampton Township Recreation Committee has the right to refuse booth space at future events due to failure to follow the enclosed vendor regulations. If you intend on selling prepared foods, please fill out the food handler application also.

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

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

Contact Person: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_

Description of Craft/Exhibit/Food/Activity: \_\_\_\_\_

Comments: \_\_\_\_\_

Will you be using a generator? YES NO

Tax Exempt Number (if you are nonprofit): \_\_\_\_\_

In addition to my vendor booth, I would like to make a donation in the amount of \_\_\_\_\_  
To help support Hampton Day. Donations of any amount are appreciated & will go towards the fireworks.

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**Please make all checks payable to: Township of Hampton**

Mail to: Hampton Township Municipal Building, 1 Rumsey Way, Newton, NJ 07860

Attn: Valerie Galizia 973-383-5570 \* Fax 973-383-8969 \* Email [vgalizia@hamptontwp-nj.org](mailto:vgalizia@hamptontwp-nj.org)

**DO NOT WRITE IN THIS AREA:** Received \_\_\_\_\_ Check # \_\_\_\_\_

## **Instructions**

There is limited space for vendors that will need to access an electrical outlet. It is the responsibility of each vendor to bring along all necessary extensions to be able to connect from the appliance to the main feed line.

**Chairs and Tables:** All vendors and organizations are responsible for supplying tables, chairs, tents, etc., for their own use.

**Parking:** No vehicles of any kind will be permitted to park in the park or in the entry/exit driveways. Authorized ambulance rigs and fire trucks are the only exceptions. They must be parked in the parking lot by the DPW garage. You will be allowed to pull into the park to unload your vehicle then must park in the parking lot. Please do not leave your car in the park while you are setting up, you will be asked to move it.

**Set up/Disassembling:** You may arrive at 2:00pm to start to set up your booth. Hampton Day begins at 3:00pm and will end after the fireworks display. There are no lights through the park other than the pavilion and the main baseball field which will be shut off prior to the fireworks starting. Please make sure you are packed up by 9:00pm so you are not left in the dark.

All organizations, vendors, crafters, etc. are expected to completely clean their area before leaving and removing their garbage when the day is over.

**Unpermitted items:** Magic Ink, Stink Bombs, Caps, Smoking Candy Cigarettes, Silly String, Live Animals, Any Aerosol Spray, Water Guns, Fire Crackers

**I have read the application and agree to all the conditions.**

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

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**When completed please return the form along with your check to:**

**Valerie Galizia  
1 Rumsey Way  
Newton, NJ 07860**