



Downtown Business Council of Chambersburg

159 S Main Street Chambersburg PA 17201

[ChambersburgEvents@outlook.com](mailto:ChambersburgEvents@outlook.com) 717-261-0072

## OLD MARKET DAY 2019 July 20, 2019

### Food Vendor Contract

A check or money order made payable to Downtown Business Council must accompany this signed contract. Entry fees vary based on postmark date: \$250 March 1 or later; \$225 if postmarked by March 1.

\$30.00 service charge for all returned checks.

#### EVENT GUIDELINES (Read thoroughly!)

1. Items being sold must be handmade and prepared by you or your direct employees. Your booth will be inspected for compliance by event staff and other participating vendors; violators may be ejected on the spot.
2. Booth spaces are approximately 20 ft. long by 20 ft. wide (2 parking spaces). Display, inventory and other belongings may not exceed your rented booth space. Do not store or display merchandise on sidewalks, streets or in doorways.
3. Each vendor must have a current and valid Pennsylvania sales tax license and is responsible for collecting PA sales tax. Please visit [www.pa100.state.pa.us](http://www.pa100.state.pa.us) for information regarding sales tax.
4. The event will be held rain or shine; space fees are non-refundable. If for any reason you are unable to attend after being accepted, contact the office immediately. A "no call/no show" for this event will jeopardize future participation.
5. Acceptance into this event is not guaranteed from year to year, neither is space assignment. The committee makes space assignments for the festival

**NEED HELP? Call 717-261-0072 or email [ChambersburgEvents@Outlook.com](mailto:ChambersburgEvents@Outlook.com)**

### APPLICATION RULES

1. Incomplete contracts will not be considered. Please provide all information requested.
2. Vendors selling food must obtain a special event license from the local health department (application included). Return this entire festival application along with your ServSafe certificate and two checks (vendor fees payable to DBC and food license fee of \$50 payable to PMCA – Pennsylvania Municipal Code Alliance). Your license will be mailed to you prior to the event.
3. Please send one clear digital image (to be used for Facebook promotion of the event) to [ChambersburgEvents@Outlook.com](mailto:ChambersburgEvents@Outlook.com).
4. **Include a self-addressed stamped envelope for your temporary food license.** All other communications (application receipts, acceptance notifications, space assignments and others) will be sent via email unless you enclose additional self-addressed stamped envelopes.



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**OLD MARKET DAY 2019 July 20, 2019**

**FOOD VENDOR CONTRACT \$250 March 1 or later; \$225 if postmarked by March 1.**

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

**Facebook.com/** \_\_\_\_\_

**Contact Person: (last)** \_\_\_\_\_ **(first)** \_\_\_\_\_

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

**Phone:** \_\_\_\_\_ **PA Sales Tax License #** \_\_\_\_\_

**MENU: Please list the items you sell and the prices:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**\* Do you need electricity? YES NO \*110\_\_\_\_ 220\_\_\_\_ \*Will you bring a generator? YES NO**

**\*Are you a returning Vendor? YES NO**

**\*Do you have a Truck, Trailer or Tent? \_\_\_\_\_ What is the size of your Truck, Trailer or Tent? \_\_\_\_\_**

**Please sketch your set up on the back of this application**

**Are your extension cords in good working order and not older than 5 years old?**

I hereby consent to the rules and regulations stated in the contract. By signing this contract, I understand and agree to follow all rules set forth. I certify that all of the items being offered for sale have been handcrafted by me. I also understand that if any items for sale that are not handcrafted by me, I will be removed from the mailing list for future events. I do hereby agree to indemnify and hold harmless the Downtown Business Council of Chambersburg, Inc., the Borough of Chambersburg, the Greater Chambersburg Chamber of Commerce and their respective officers, agents, members, and employees of any sponsoring organization and underwriters, individually, or collectively, from all fines, penalties, liabilities, losses, claims, damages, and expenses including court costs and attorney's fees incurred or suffered as a result or relating to my participation in the event known as Old Market Day 2019 on SATURDAY, July 20, 2019.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Did you remember to...**

**\* Completely fill out and sign the contract?**

**\* Include a check/money order for entry fees plus (optional) space fee made payable to Downtown Business Council?**

**\* Include your application and check to PMCA with a self addressed stamped envelope.**