

XXXV
ANNUAL
CRANBERRY FESTIVAL

Saturday & Sunday

October 20th & 21st, 2018

PRESENTED BY THE FESTIVAL COMMITTEE
FOR THE BENEFIT OF THE RESTORATION & PRESERVATION
OF THE WHITE HORSE INN

2018 EXHIBITOR CONTRACT
NON-PROFIT EXHIBITOR

NAME _____ COMPANY _____

ADDRESS _____ PHONE _____

EMAIL # _____

DESCRIPTION OF ACTIVITIES/DISPLAY/PRESENTATION PLANNED DURING THE
FESTIVAL: _____

EACH SPACE IS **APPROX. 10X10 FT. PLEASE NOTE: NO VEHICLES MAY BE PARKED IN ANY
SELLING SPACE.** PARTICIPANTS MUST UNLOAD VEHICLE AT SPACE & THEN PARK IN VIP
PARKING LOT NEXT TO WHITE HORSE INN. VIP PARKING IS **ONE CAR PER SPACE. EXTRA
VEHICLES MUST FIND OTHER PARKING.**

NOTE: SPACE FEE IS NONREFUNDABLE. THERE WILL BE NO REFUNDS ISSUED FOR ANY
REASON. IN SIGNING THIS CONTRACT, EXHIBITOR AGREES TO ABIDE BY ALL RULES AND
REGULATIONS AS STIPULATED BY THE FESTIVAL COMMITTEE OF CHATSWORTH.

SPACE FEE: \$25.00

ABOVE ORGANIZATION AGREES TO ABIDE BY ALL RULES AND REGULATIONS STIPULATED
BY THE FESTIVAL COMMITTEE IN THIS DOCUMENT AND ACCOMPANYING RULES, AND ANY
AND ALL FUTURE RULES THE COMMITTEE FINDS NECESSARY TO INSTITUTE. ABOVE
ORGANIZATION AGREES TO SAVE AND HOLD HARMLESS: THE FESTIVAL COMMITTEE, TOWN
OF CHATSWORTH, AND ANY OTHER ORGANIZATIONS DESIGNATED BY THE FESTIVAL
COMMITTEE, AND ALSO THESE ENTITIES' OWNERS, MANAGERS, EMPLOYEES, AGENTS AND
ALL REPRESENTATIVES FROM LEGAL RESPONSIBILITY FROM ANY LIABILITY, DAMAGE, FIRE,
THEFT, LOSS, FINES, COST, CLAIM OR SUIT.

EXHIBITOR

SIGNATURE: _____ **DATE:** _____

THERE ARE A LIMITED NUMBER OF NON-PROFIT SPACES, AND WILL BE ON A FIRST COME BASIS.

YOU WILL RECEIVE A LETTER OR EMAIL AS VERIFICATION OF ACCEPTANCE.
FOR FURTHER INFORMATION CALL (609)726-0006 (leave message).

**THERE ARE A LIMITED NUMBER OF NON-PROFIT SPACES, WHEN THEY ARE
FILLED, THERE WILL BE NO EXCEPTIONS.**

DUE TO PAST INCIDENTS -

**PER TOWNSHIP RESOLUTION, THE USE OF ANY AND ALL PORTABLE HEATERS
WITHIN THE ENCLOSURE OF YOUR TENT IS PROHIBITED. NO WARNINGS WILL
BE ISSUED! IF YOUR TENT IS FOUND TO HAVE A HEATER YOU WILL BE ASKED
TO LEAVE THE FESTIVAL.**

By signing this application you agree to abide by all rules and regulations.

OCTOBER 20th & 21st, 2018

THE 35th ANNUAL CRANBERRY FESTIVAL

EXHIBITOR RULES & REGULATIONS

1. Exhibitors shall arrive for set-up no earlier than noon and no later than 7pm on Friday, **October 19th, 2018** and not before 5am on Saturday, and no later than 8am, **October 20, 2018**. **YOU MUST REPORT TO SET-UP COORDINATOR TO RECEIVE YOUR ASSIGNED SPACE. SPACES ARE PRE-ASSIGNED.** Please attempt to be present for Friday set-up if possible, as this greatly alleviates congestion Saturday morning. **All vehicles MUST be removed from show ground selling areas by 8:30am both days of show. We cannot promise specific spaces.** Please be patient & cooperate during set-up. This festival is run entirely by **VOLUNTEERS. THIS IS A "RAIN OR SHINE" EVENT. THERE IS NO RAIN DATE. SPACE FEE IS NON-REFUNDABLE. THERE WILL BE NO REFUNDS OF SPACE FEE FOR ANY REASON.**
2. Exhibitors must display and sell ONLY the items they were juried in with. Food vendors may sell only those items approved. **YOU MAY NOT SELL HOT DOGS, BAKED GOODS, OR ICE CREAM.** **Food vendors must comply with all local, county, and state regulations concerning food sales, carry appropriate liability and product liability insurance, and PROVIDE PROOF THEREOF to the Festival Committee. CRAFTS MUST BE HANDCRAFTED BY EXHIBITOR.** Buy/sell or imported merchandise is **NOT** acceptable, and will not be tolerated. Antique Dealers must show original and or collectables, not reproductions. Items considered inappropriate in the opinion of the Festival organizers are not allowed, and exhibitors of such merchandise will be asked to leave, forfeiting their space fee. Decisions of the Festival Committee are final. No foodstuffs of any kind are allowed to be sold, excepting by approved Food Vendors. This includes baked goods, vinegars, jams, and jellies. The Festival Committee reserves the right to require the removal of any item for sale that in their opinion is not acceptable. We will be conducting on-site jurying both days of the show.
3. All vertical racks, tents, and canopies and all other displays MUST be staked down or otherwise taken care to be safely erected. **THINK SAFETY!** The Safety Committee will be conducting a survey of the booths Saturday morning. **PER TOWNSHIP RESOLUTION, THE USE OF ANY AND ALL PORTABLE HEATERS WITHIN THE ENCLOSURE OF YOUR TENT IS PROHIBITED. NO WARNINGS WILL BE ISSUED! IF YOUR TENT IS FOUND TO HAVE A HEATER YOU WILL BE ASKED TO LEAVE THE FESTIVAL.**
4. Exhibitors **MUST** stay until the end of the Festival each day. It is dangerous to attempt to maneuver out of the Festival grounds during the show. In case of emergency necessitating your leaving early, please see the Festival Committee. Booth spaces for non-profits are **approximately** 10x10ft. No exhibitor shall park vehicles within selling spaces. All vehicles must be unloaded at space and immediately moved to the designated parking lot. **ONE PARKING SPACE FOR EACH SPACE RENTED WILL BE ISSUED TO EXHIBITORS.** Exhibitors must stay within their allotted space. Do not block pedestrian traffic. Do not park in designated emergency exits and walkways. Traffic flow is essential for both SALES and SAFETY. No exhibitor is to subdivide his or her contracted space.
5. **EXHIBITORS MUST TAKE THEIR TRASH HOME WITH THEM!!** We have limited capabilities to accommodate trash. Do not leave cardboard boxes, bags, etc....**Take them with you!** There is **NO** electric available for Food Vendors at their space. Food Vendors must provide electric for themselves if needed. All booth spaces must be clean and free of all debris & garbage at the end of the Festival, or the exhibitor at that booth space will not be invited to future shows. **FOOD VENDORS MUST TAKE ALL COOKING OILS AND GREASE HOME WITH THEM.**
6. There will be **ABSOLUTELY NO ALCOHOLIC BEVERAGES** allowed on the grounds of the Festival.
7. Exhibitors are **REQUIRED** to possess a **VALID NJ SALES TAX CARD**, and to prominently display the card at their booth during Festival hours. Exhibitors **MUST** charge sales tax on all sales, and it is the sole responsibility of the individual exhibitor to be in compliance with all regulations and to properly remit sales tax to the NJ Division of Taxation. Exhibitors who need to obtain a NJ State Sales Tax Card should call: Sales & Use Tax (609)588-2200. In the event the NJ Division of Taxation visits the Festival, we ask that all exhibitors be polite and cooperative.
8. **NEITHER THE WHITE HORSE INN NOR THE FIREHOUSE IS OPEN TO THE PUBLIC FOR USE OF THE BATHROOMS.**

WHEN MAILING IN YOUR APPLICATION, PLEASE DO NOT RETURN THE RULES, PLEASE KEEP FOR YOUR REFERENCE. THANK YOU.