

38th Annual Cranberry Festival

Saturday October 21 & Sunday October 22, 2023, 9:00a.m. – 4:00p.m.

Presented by the Festival Committee of Chatsworth for the Benefit of the
Restoration & Preservation of the White Horse Inn

2023 Contract for Non-Profit Vendors

*NAME _____ COMPANY _____
*ADDRESS _____ City _____ State _____ Zip _____
*PHONE _____ *EMAIL ADDRESS _____

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

EACH SPACE IS APPROXIMATELY 10X10 FT. PLEASE NOTE: NO VEHICLES MAY BE PARKED IN ANY SELLING SPACE. VENDORS MUST UNLOAD VEHICLE AT SPACE & THEN PARK IN VENDOR PARKING LOT NEXT TO WHITE HORSE INN. VENDOR PARKING IS ONE CAR PER SPACE. ANY ADDITIONAL VEHICLES MUST FIND PARKING OUTSIDE OF VENDOR PARKING.

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

***Non-Profit SPACE FEE: \$25.00**

MAKE CHECK PAYABLE TO: FESTIVAL COMMITTEE, PO BOX 286, CHATSWORTH, NJ 08019

***Payment is required when you send in your application.**

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

YOU WILL RECEIVE AN EMAILED ACCEPTANCE LETTER IF YOU ARE APPROVED.

Please be sure to include email address above.

FOR FURTHER INFORMATION please send an email to chatsworthcranfest@aol.com

Please include a **SELF ADDRESSED STAMPED ENVELOPE**

if you would like an application mailed to you for the following year.

REQUIRED INFORMATION

VENDOR AGREES TO THE ACCOMPANYING RULES AND ANY & ALL FUTURE REGULATIONS THE FESTIVAL COMMITTEE OF CHATSWORTH MAY DEEM NECESSARY TO INSTITUTE. VENDOR ALSO AGREES TO INDEMNIFY AND HOLD HARMLESS THE FESTIVAL COMMITTEE OF CHATSWORTH, WOODLAND TOWNSHIP, ANY OTHER ORGANIZATIONS OR ENTITIES DESIGNATED BY THE FESTIVAL COMMITTEE OF CHATSWORTH, INCLUDING, BUT NOT LIMITED TO, THEIR OWNERS, MANAGERS, MEMBERS, EMPLOYEES, AGENTS AND/OR REPRESENTATIVES FROM LEGAL RESPONSIBILITY AND/OR LIABILITY, FOR ANY REASON, INCLUDING, BUT NOT LIMITED TO, DAMAGE, FIRE, THEFT, LOSS, FINES, COST, CLAIM OR SUIT.

VENDOR

SIGNATURE: _____ **DATE:** _____

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.

Saturday October 21 & Sunday October 22, 2023

THE 38th ANNUAL CRANBERRY FESTIVAL

VENDOR RULES & REGULATIONS

1. Vendors shall arrive for set-up no earlier than 12pm and no later than 6pm on Friday, October 20, 2023 and not before 5am and no later than 8am on Saturday October 21, 2023.
YOU MUST REPORT TO THE WHITE HORSE INN, 3980 Main Street, Chatsworth, NJ, TO RECEIVE YOUR ASSIGNED SPACE. SPACES ARE PRE-ASSIGNED.
IT IS STRONGLY SUGGESTED TO SET UP ON FRIDAY TO AVOID CONGESTION ON SATURDAY MORNING. **All vehicles MUST be removed from Festival 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. Vendors 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 VENDOR.** If you sell items that are not handcrafted or imported or found to be unacceptable by the Committee for any reason, you will be asked to leave the Festival. Antique Dealers must show original and or collectables, not reproductions. Items considered inappropriate in the opinion of the Festival organizers are not allowed, and vendors 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, except by approved Food Vendors. This includes **baked goods, 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.

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4. Vendors **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 you to leave early, please see the Festival Committee. Spaces for non-profits are **approximately** 10x10ft. No vendor 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 VENDORS.** Vendors 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 vendor is to subdivide his or her contracted space.
5. **VENDORS 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 vendor 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 are **ABSOLUTELY NO ALCOHOLIC BEVERAGES** allowed on the grounds of the Festival.
7. Vendors are **REQUIRED** to possess a **VALID NJ SALES TAX CARD**, and to prominently display the card at their booth during Festival hours. Vendors **MUST** charge sales tax on all sales, and it is the sole responsibility of the individual vendor to be in compliance with all regulations and to properly remit sales tax to the NJ Division of Taxation. Vendors who need to obtain a NJ State Sales Tax Card should call: Sales & Use Tax (609)588-2200. In the event that the NJ Division of Taxation visits the Festival, we ask that all vendors be polite and cooperative.
8. **NEITHER THE WHITE HORSE INN NOR THE FIREHOUSE IS OPEN TO THE PUBLIC FOR USE OF THE REST ROOMS.**

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