



AppleFest 2009
Saturday, October 17, 2009 9 a.m. to 4 p.m.

FOOD VENDOR CONTRACT

VENDOR FEES: \$150.00 for Food Court area \$10 for 220 electric hook-up
\$100.00 for other areas

A check or money order for the space fee, made payable to Downtown Business Council, must accompany the signed contract. **IT IS NOT REFUNDABLE. The event will be held rain or shine.** There will be a \$20.00 service charge on returned checks.

DISPLAY RULES

1. Spaces are approximately 20 feet long by 10 feet wide: most spaces in the Food Court area require you to back into them. You may not extend into another vendor's space. If you cannot fit into the dimensions of the allotted space, please rent an additional space to accommodate your set-up.
2. Spaces are assigned as applications are received, pending approval by the selection committee and approval of your food license application.
3. The show is scheduled from 9 a.m. to 4 p.m. Set up begins at 6:00 a.m. and **NOT BEFORE**. Volunteers will aid in parking the morning of the show. You must be in your space by 7:30 a.m. or your space will be given to another vendor, and no refunds will be given. **Vehicles will not be permitted into the vendor area after 8 a.m.** Vehicles must be off the street and out of the Food Court area and you must be ready to sell by 8:30 a.m., and remain set up until 4 p.m. Vendors must be out of their space by 5:30 p.m. when the streets are opened. The committee reserves the right to change these conditions as necessary.
4. Please do not store or display food items on the sidewalks. This event is sponsored by the downtown businesses and their customers need to have access to their stores. Thank you for your cooperation.
5. Each vendor is responsible for leaving their space as they found it. *You may not deposit ice, cooking oil, grease, ashes, charcoal, etc. in parking spaces, shrubbery areas or down the storm drains.* Trash that is neatly stacked on the curb will be picked up one hour after the festival ends. Anything remaining is the responsibility of the vendor. Failure to comply will result in removal from the mailing list.
6. A sign listing your menu items and their prices must be visible to the customer.
7. Only items listed on your original application/contract may be sold.
8. Each vendor must have a current and valid Pennsylvania sales tax license and is responsible for collecting PA sales tax.
9. A no call/no show for this event will jeopardize future participation. There is a waiting list each year for this show. If for any reason you are unable to attend after being accepted, please contact the office so that your space may be filled.
10. Though not a requirement of participation, it is strongly recommended that individual vendors have liability insurance, as the sponsoring organizations will not be held responsible for any loss or injury that may occur to participants.

APPLICATION RULES

1. Complete all information on the contract. Incomplete contracts will not be considered.
2. All food vendors must obtain a mobile food vendor's license from our local health department by Oct. 1, 2008. The application for the license is enclosed. You must complete it and return it our office with a check made payable to **Commonwealth Code Inspection Service**.
3. Acceptance into this event is not guaranteed from year to year. Space assignments are not guaranteed; you may request a space but the committee reserves the right to make final space assignments. We are not responsible for circumstances beyond our control.
4. Applications will be accepted until September 1, 2009 or until spaces sell out. A majority of spaces are sold shortly after applications are available; you are encouraged to apply early.
5. You must include a self addressed stamped envelope for your acceptance/space assignment.



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FOOD VENDOR CONTRACT

OFFICE USE ONLY

Date Received: _____
Check #: _____
SPACE
NUMBER: _____
Acceptance Mailing
Date: _____
Committee Notes: _____

Newly Revised!

*Return to: Downtown Business Council
100 Lincoln Way East, Chambersburg, PA 17201*

Business Name: _____	<input type="checkbox"/> New Vendor
Contact Person: _____	Phone: _____
Address: _____	Email: _____
City: _____	State: _____ Zip Code: _____
PA Sales Tax License Number _____ <small>(Important! Get PA Sales Tax ID by calling 717-845-6661.)</small>	Space Request: _____

MANDATORY: You must list all items to be sold at the event:

I need electric hook-up 110 220 (add \$10 to fee if using 220)
Tent/Trailer Size _____. Please diagram the opening(s) on the back of this page, and include a photo of your set-up.

Statement of Waiver:

I hereby consent to the rules and regulations stated in the contract. Through signing this contract, I verify that I both understand, and agree to follow all the rules set forth. I certify that all of the items being offered for sale have been homemade/prepared by me or my immediate employees. I also understand that if I am discovered selling food items that are not prepared by me, I will, as a result, not be invited to participate in future events. I do hereby agree to indemnify and hold harmless the Downtown Business Council of Chambersburg, Inc., the Greater Chambersburg Chamber of Commerce, the Council for the Arts, and the Borough of Chambersburg, 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 **AppleFest 2009** to be held on **SATURDAY, October 17, 2009**.

Signature _____ **Date** _____

- IMPORTANT!! Did you...
- Completely fill out and sign the contract?
 - Include a check/money order for \$150 (central food court) or \$100 (other area) made payable to Downtown Business Council of Chambersburg?
 - Attach temporary food license application and check made out to **Commonwealth Code Inspection Service**?
 - Include a self-addressed, stamped envelope with adequate postage for your acceptance notification/space assignment?

Questions? Call 717-261-0072 or email dbc@innernet.net, Website: www.chambersburg.biz