

The Venango Area Chamber of Commerce
presents

Cranberry Festival 2019

WANTED:

Food Vendors for
Cranberry Festival "Food Fest"

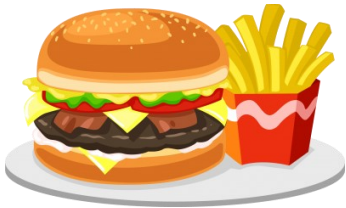
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September 21, 2019

10 am – 7 pm

Morrison Park

Seneca, PA



For Information Contact:

Venango Area Chamber of Commerce

(814) 676-8521

tbyham@venangochamber.org



The Venango Area Chamber of Commerce (VACC) Presents

Cranberry Festival "Food Fest"

Saturday, September 21, 2019

- Time:** 10 am – 7 pm (Rain or Shine)
- Location:** Morrison Park – Seneca, PA
- Space Size:** 12' x 12' – (larger spaces available for existing "pre-made" booths)
- Setup Hours:** Food vendors may only setup on Friday (September 20) between the hours of noon and 5pm; or Saturday (September 21) between the hours of 7am and 9:30am. The festival committee prefers trailers setup on Friday and tents and booths setup Saturday. Trailers will not be permitted to setup after 5pm on Friday, and will not be permitted to setup on Saturday.

ALL VENDORS MUST BE SETUP BY 9:30 AM SATURDAY.

- Fee:** There is no charge to setup a food booth or table. Tickets will be sold to patrons for fifty cents (\$.50) a piece from a VACC main ticket booth. Food Vendors are required to sell all food items in increments of fifty cents (\$.50), the ticket price. It is recommended that all vendors make every effort to price food items at reasonable prices, as this is a family and community event. At the end of the "food fest", you must turn in your tickets for reimbursement at the VACC ticket booth. You will be reimbursed forty cents (\$.40) for each ticket turned in at the VACC booth.

Rules and Regulations

1. **NO SOLICITING!** The festival serves as a fundraiser for the Venango Area Chamber of Commerce. No other organizations are permitted to fundraise in order for the Chamber to recover the thousands of dollars spent to put on such a festival.
2. Sales of raffles, merchandise, memberships, propaganda or any other exchange of cash is **STRICTLY PROHIBITED!** If vendors are discovered to be exchanging cash or checks, the organization or business representatives will be asked to leave the park immediately. The trailer and/or canopy must remain in the park until after 7pm. No vehicles, trailers or trucks will be permitted in the park to remove the setup until after 7pm due to safety concerns.
3. Food Vendor booths are open to area restaurants, delicatessens, caterers, and non-profit organizations. This event is an opportunity to advertise your business & also let potential customers sample your food. Similar food items are permitted at various booths, but vendors may be limited on offerings to allow a variety of food items available to the public (get your application in early to assure your food item choices).
4. Set-up / Tear Down: Morrison Park will be open for set-up at 7am. Booths must be ready by 9:30am. **NO** early tear down unless you run out of food.
5. Exhibitors must furnish their own booths, tables, and/or tents, extension cords, napkins, plates, etc...
6. Business or organization signage for each booth is the responsibility of the exhibitor. Vendor must provide signage that lists the food item(s) and the number of tickets for the item.
7. Sales tax should be included in the \$.40 cost (if applicable) and sales tax remittance is sole responsibility of exhibitor. Your sales tax license should be prominently displayed.

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8. The Venango Area Chamber of Commerce and Cranberry Township, their owners, officers, agents or employees cannot be held responsible for bodily injury or property damage occurring as a result of vendor's participation in the Cranberry Festival Food Fest. It is highly recommended that you carry Property and Public Liability Insurance.

9. **FOOD VENDORS ARE NOT PERMITTED TO SELL ANY BEVERAGES.** This right is reserved for the VACC beverage booth.

10. **ANY VENDORS THAT DO NOT SHOW UP ON FESTIVAL DAY WILL NOT BE PERMITTED TO PARTICIPATE IN FUTURE YEARS.** Unless festival staff was made aware of the cancellation prior to Friday, September 6th. We understand that emergencies may arise, therefore, please call (814) 676-8521 to cancel your space.

Cranberry Festival "Food Fest" Vendor Application

Applications will not be accepted unless it is completed entirely and returned by August 30, 2019

Organization Name: _____ Contact Person: _____

Address: _____

City, State, Zip: _____ Emergency Cell Phone #: _____

Email address: _____

Total Area of Setup: ____ FT x ____ FT Width of Serving Area: ____ FT

(Please Circle) Trailer: Y N Tent or Canopy: Y N

(Please Circle) Electricity Needed: Y N

Food Description & Cost (# of tickets) per item:

Food Item	Cost (increments of \$.50)	Number of Tickets
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____

(If you need additional space, use extra sheet on next page)

IMPORTANT!

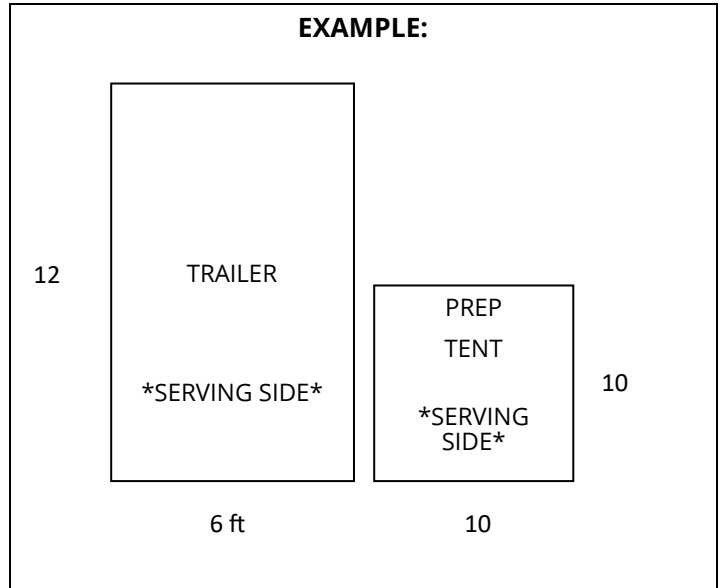
*****PLEASE USE THE BOX BELOW TO SKETCH HOW YOUR BOOTH WILL BE SETUP *****

** REMINDER: FOOD VENDORS ARE NOT PERMITTED TO SELL ANY BEVERAGES. **

This right is reserved for the VACC beverage booth.

Cranberry Festival "Food Fest"
Vendor Application

SKETCH



USE THE BOX BELOW TO SKETCH YOUR SETUP

PLEASE REMEMBER TO INDICATE YOUR SERVING SIDE

Please complete and return the application and sketch before the August 30, 2019 deadline to:

Venango Area Chamber of Commerce

24 Seneca Street, P.O. Box 376, Oil City, PA 16301

Refer questions to Venango Area Chamber at 676-8521 or via email to tbyham@venangochamber.org

**** PLEASE COMPLETE THIS ENTIRE PACKET BEFORE YOU MAIL IN YOUR APPLICATION ****