

OIL HERITAGE FESTIVAL 2025 FOOD VENDOR APPLICATION

Justus Park • Oil City, PA
Friday, July 25 & Saturday, July 26, 2025



EVENT DETAILS

Thank you for your interest in joining the 46th Annual Oil Heritage Festival! Our **food vendors will be located in Justus Park** and are invited to operate **during the evening concerts on Friday and Saturday.**

- **Event Dates:** Friday, July 25 & Saturday, July 26, 2025
- **Concert Times:** 5:00 PM – 10:00 PM
- **Vendor Arrival Time:** No earlier than 10:00 AM; **Must be set up by 12:30 PM Friday**
- **Departure:** Vendors **must not tear down until after the event ends and patrons have cleared the area.**

APPLICATION CHECKLIST

Please include the following with your application:

- Completed Food Vendor Application Form
- List of Food Items (Food Item Description Form)
- Copy of Liability Insurance
- Payment (check payable to VACC with "OHF Food Vendor" in the memo)
- Photo of booth setup (optional but helpful)

SUBMIT TO:

Venango Area Chamber of Commerce

P.O. Box 376, Oil City, PA 16301

814-676-8521 | tbyham@venangochamber.org

venangochamber.org

Deadline: June 1, 2025

OIL HERITAGE FESTIVAL 2025 • FOOD VENDOR RULES & GUIDELINES

SETUP & TEARDOWN

- Vendors must **arrive on Friday, July 25 between 10:00 AM and 12:30 PM**. You must be **fully set up by 12:30 PM**.
- No vehicles are permitted in the park **after 12:30 PM on Friday**.
- Vendors are required to remain set up until the concerts have ended and **patrons have cleared the area each night**.
- Early teardown or vehicle access before the event ends is **strictly prohibited**.

SPACE & EQUIPMENT

- Vendor spaces are available in **12' x 12'** or **larger than 12' x 12'** sizes.
- Trailers longer than 12 feet must serve from the narrow side and may be asked to park in a specific orientation.
- Vendors must bring their own tents, tables, signage, and equipment.
- If cooking with open flame (e.g., propane), cooking must be done **behind** the tent and not under it.

ELECTRICITY

- Each vendor is provided **one (1) 110V hookup** free of charge.
- If **220V** service is required, there is an additional **\$25 fee**.
- **All extension cords MUST be grounded** (three-prong).
- Failure to comply with electrical safety may result in disconnection.

FIRE SAFETY

- All cooking tents must be **flame-retardant** and labeled as such.
- Vendors using cooking equipment must have a **fire extinguisher** on-site.
- No open flames are permitted **inside tents**.
- Stakes and tie-downs must be clearly marked or barricaded for safety.

LICENSING & INSURANCE

- Vendors must display their **PA Sales Tax License** prominently.
- All vendors must carry **liability insurance** and include a **copy of their certificate** with their application.
- The Venango Chamber and the City of Oil City are **not liable** for loss, theft, or injury.

CLEANLINESS & TRASH

- Vendors are responsible for keeping their area clean.
- All trash must be bagged and placed in designated collection areas.
- Grease and food waste **must not** be dumped on park grounds or into storm drains.

ADDITIONAL POLICIES

- **No pets** are allowed in the vending area.
- **No amplified sound** or music is allowed in vendor booths.
- Vendors must **only sell items approved on their submitted food list**
- Unauthorized items may be subject to removal.

CANCELLATION & REFUND POLICY

- No refunds will be issued after **June 23, 2025**.

OIL HERITAGE FESTIVAL 2025 • FOOD VENDOR APPLICATION FORM

Business Name: _____

Contact Person: _____

Phone Number: _____

Email: _____

Mailing Address: _____

PA Sales Tax ID #: _____

Vehicle License #: _____

of Spaces Requested (12' x 12'): _____

Width of Serving Side (Required): _____ feet

I have read and agree to the festival rules and guidelines.

Signature: _____

Print: _____

Date: ___ / ___ / 2025

VENDOR FEES

Vendor Type	12' x 12' Space	Larger than 12' x 12'
Chamber Member	\$150	\$25
Non-Member	\$250	\$25

ELECTRIC OPTIONS:

_____ 110V - Free

_____ 220V - \$25

FOR OFFICE USE ONLY:

CHECK #: _____

AMOUNT: \$ _____

DATE RECEIVED: ___ / ___ / ___