

# Prospect Park Health Fair

Vendor Sign-Up Application

**Date:** 2021 TBD

**Set Up Time:** 11:00am till 12:00PM

**Event Time:** 12:00PM till 5:00PM

**Breakdown Time:** 5:00PM-6:00PM

**Place:** Prospect Park Elementary School **Gymnasium**

Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

## **Type of Service/Describe your Booth:**

Please detail any and all planned activities, games or giveaways; and include a detailed description.

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## **Type of Space:**

Electricity Needed Y/N \_\_\_\_\_ Intend to have music at your space Y/N \_\_\_\_\_

All vendor/participant spaces are allotted 6ft tables ONLY, unless granted otherwise.

**We will be providing the tables and chairs or you can bring your own.**

Please be advised that once your location on the field is determined, there will be no changes made on the day of the event. Space will be allocated on a first-come first served basis.

**Please return completed application no later than October 31st, 2020 to assure a reserved space. Please fax form to 973-790-0394 ATTN: Stephany Estrada or email it back to estradas@prospectpark.net**

**~ IMPORTANT~**  
**PLEASE READ AND SIGN BELOW**

WE ENCOURAGE YOU TO SETUP YOUR SPACE AND INCLUDE AN ACTIVITY THAT WILL DRAW ATTENTION TO YOUR AREA. THIS WILL HELP MAKE THE DAY FUN AND EXCITING FOR ALL PARTICIPANTS AND PATRONS ALIKE. DISPLAYING ITEMS OR GIVING OUT LITERATURE ABOUT YOUR PRODUCT AND/OR SERVICE IS ALSO ENCOURAGED.

- All participants are encouraged to have a fun activity in the spirit of Prospect Park Day.
- Sale of merchandise in the display is permitted.
- There will be no sales of raffle tickets in any area.
- Participants are required to clean up their space at the end of the day.
- Vendors are responsible for obtaining any type of permit that may be required; i.e. food handlers permit etc.
- The Borough of Prospect Park reserves the right to deny any application for use of a space in the event if it is determined that the proposed activity is not in the best interest of the health and welfare of the residents of Prospect Park and/or the attendees of the Prospect Park Health Fair.
- The Borough reserves the right to discontinue any activities at any space that is NOT operating pursuant to these rules.
- The Borough reserves the right to require any organization to provide the Borough with an insurance naming the Borough of Prospect Park as an additional insured for the day and activities.

IT IS HEREBY UNDERSTOOD AND AGREED UPON, THAT THE UNDERSIGNED APPLICANT WILL ASSUME RESPONSIBILITY FOR THE PRESERVATION OF ORDER ON SAID GROUNDS, LIABILITY FOR ALL DAMAGES INSECURED, INJURIES SUSTAINED, OR LOSS OF PROPERTY THAT MAY ACCRUE, AND FOR THE DUE OBSERVATION OF PROSPECT PARK.

IT IS ALSO UNDERSTOOD AND AGREED UPON THAT THE UNDERSIGNED APPLICANT AGREES TO INDEMNIFY AND HOLD HARMLESS THE BOROUGH, IT'S OFFICERS, EMPLOYEES AND AGENTS FROM ALL LIABILITY, ACTIONS, SUITS, JUDGEMENTS, LOSS, EXPENSE, COST AND DAMAGE WHICH MAY ARISE BY REASON OF ANY DAMAGE OR INJURY SUSTAUNED BY ANY SUCH PERSON OR PROPERTY ARISING IN ANY FASHION WHATSOEVER FROM THE EVENYT OR ACTIVITIES OF THE DAY.

*I have read, understand and agree to the conditions of this application for use of vendor space in the Prospect Park Health Fair. I also understand and agree that I will be expected to staff my area until the end of the Prospect Park Health Fair (5pm) on Saturday, November 14th 2020. If I have a space in the event, I also understand that I am encouraged to provide an activity or giveaways at my area.*

*Applicant's Signature* \_\_\_\_\_ *Date:* \_\_\_\_\_