

2023 SCHWENKSVILLE COMMUNITY DAY
VENDOR APPLICATION



Saturday, September 23, 2023 (No Rain Date) 10am-2pm
Meadow Park - behind Borough Hall & Community Center - 300 Main St.
(Application MUST be received by Sept 8, 2023)

ORGANIZATION NAME _____

CONTACT PERSON _____

PHONE _____ E-MAIL _____

ADDRESS _____

CITY/STATE _____ ZIP _____

INTERNET OR SOCIAL MEDIA (if applicable) _____

VENDOR ACTIVITY:

____ **Food Vendor - \$50.00** (non-refundable registration fee)

Type of Food _____ Booth ___ Vehicle ___ Trailer ___

You must supply your own electric.

____ **Craftsperson/Business/Information Booth - \$25.00** (non-refundable registration fee)

Type of items sold _____

____ **Non-Profit Information Booth/Activity - \$15.00** (non-refundable registration fee)

Type of Activity if applicable. Participants are encouraged to provide an activity for kids/adults.

____ **Entertainment** - If you or your organization does dance, clowning, karate, cheerleading, musician/band, magician, etc. this is your chance to show us your stuff and help make our Community Day a great event! All performances will be held at the Meadow Park Pavilion. Please contact Gail Phillips at 610-287-7442 to discuss.

Activity and requirements _____

SPACE REQUIREMENTS: **Check all that apply**

YOU MUST SUPPLY YOUR OWN TABLE, CHAIRS AND TENT

____ **8ft Space under OUR Community Tent, one 8ft table and two chairs will be provided**
(Must be Non-Profit or Community Services - Subject to availability)

____ **10 x 10 Space** – must supply your own tables, chairs, and tent

____ **Display Vehicle (not available at this time)**

____ **Electricity – You must provide your own generator and notify us in advance.**

All generators must be quiet (below 60 dB) and electrically safe.

Failure to notify us in advance will prohibit the use of a generator.

Note: We reserve the right to restrict certain vendors/activities to avoid duplication or which we feel are not appropriate for this event for any reason. If your application is denied, any fees paid will be returned to you. A member of your group must staff your booth for the duration of the event. This is a free public event, but we reserve the right to charge a nominal fee for particular event/events if necessary, to offset costs. Any funds generated in excess of those for Community Day expenses will remain in the Activity Committee account to be used toward future Schwenksville Borough events. By submitting this application for participation in Schwenksville Community Day, applicant acknowledges that neither the Borough of Schwenksville, including its officers and employees, nor the Schwenksville Borough Activity Committee, nor the Schwenksville Park and Recreation Board including its members and volunteers, shall be held liable for any personal injury or damage or loss of personal property suffered by any individual resulting from participation in Community Day events.

AMOUNT ENCLOSED: _____ SIGNATURE: _____ DATE: _____

MAIL PAYMENT AND REQUIRED CERTIFICATE OF INSURANCE OR WAIVER OF LIABILITY,
ALONG WITH THIS APPLICATION TO:

Schwenksville Borough
Attn: Activity Committee
300 Main Street
Schwenksville, PA 19473
Make check PAYABLE to "Schwenksville Borough"

You can also pay on-line at the Borough's website link below (fees applied):

https://www.schwenksville-pa.org/borough_services/administration/pay_on-line.php

- Click on "Pay Your Bill Online"
- Select "Donations"
- Enter your information on MuniPay's secured website

Contact Info: Borough Hall - Gail Phillips - 610-287-7442 – Email - gail@schwenksville-pa.org

SPECIAL NOTES:

- If you would also like to Sponsor our Community Events, please request a Sponsor Form.
- We encourage vendors to have interactive games and free items, if possible. Please be mindful not to occupy open areas designated for walking.
- If you are bringing your own generator, you must let us know in advance. Generators must not affect pedestrians or distract other vendors.
- Should we cancel the event due to rain or field conditions, we will refund your registration fee.
- All vendors are expected to carry all goods/supplies to their assigned booth via wagons or hand trucks. Limited transporters are available but are usually very busy.
- If you require any special services, please let us know before you send in your payment.