



VENDOR APPLICATION 2023
 47th Annual Polish Heritage Festival
 Middlesex County Fairgrounds
 655 Cranbury Rd, East Brunswick, NJ
 Sunday June 11th, 2023



FESTIVAL: 10:30 am - 6pm
SET – UP: 8am - 10am

Business Name: _____

Owner's name: _____

Street or PO Box: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ - _____ - _____ **Cell:** _____ - _____ - _____

E-Mail Address: _____

RENTAL Fees for Vendors	Quantity	Cost	Total
NON-PROFIT Under Tent 10' x 10' - 1x Admission Wristband	_____	<u>\$50.00</u>	_____
MERCHANDISE Under Tent 10' x 10' - 2x Admission Wristband	_____	<u>\$175.00</u>	_____
FOOD Space 10' x 10' - 5x Admission Wristband	_____	<u>\$500.00</u>	_____
Additional Wristbands + \$10 EACH			
Total Due			_____

****ALL VENDORS/ HELPERS MUST HAVE A BLUE WRISTBAND TO ENTER****

Please make checks payable to "POLISH AMERICAN HERITAGE LEAGUE"

Please Mail to: PHF c/o DAVID M. KOPALA 56 PLOTTS ROAD, NEWTON, NJ 07860



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PRODUCTS YOU WISH TO SELL

Please list the items that you want to sell at the festival. Please try to be as specific as possible and list projected selling prices. Attach additional sheets if necessary. We reserve the right to make the final decision regarding which products will be sold in order to reduce an abundance of particular foods/ merchandise.

Reminder: Sale or consumption of any and all ALCOHOL is PROHIBITED

Reminder: ALL Vendors Must Have Their Own Insurance. A COPY OF CERTIFICATE OF INSURANCE MUST BE SUBMITTED TO THE MIDDLESEX COUNTY FAIR ASSOCIATION THIRTY (30) DAYS PRIOR TO EVENTS, NAMING MIDDLESEX COUNTY FAIR ASSOCIATION AS ADDITIONAL INSURED

Vendor must be present and exhibits must remain open during all festival hours: Sunday 11am-6pm.

Please List Names Of All persons working at vendors. Vendors without wristbands must purchase at the door.

****FOOD VENDORS MUST POST ITEMS FOR SALE AND COST OF EACH ITEM AT FOOD STAND****

ITEMS: Describe in as Much Detail as Possible	Projected Selling Price
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

LIST OF NAMES OF VENDORS/ HELPERS:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Polish Heritage Festival will provide only the space. Tents, electricity, etc. is the responsibility of the FOOD vendor. All Equipment, supplies, booth materials, and selling activity must be confined to your allocated space.

By signing this application, I acknowledge that the Festival is subject to various weather conditions and state and federal safety and health regulations.

Applicant Signature: _____

Please Print Name: _____ Date: _____



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Set-Up Schedule



Address – MIDDLESEX COUNTY FAIRGROUNDS 655 Cranbury Rd,
East Brunswick, NJ

Hours – 10:30am to 6 pm, Rain OR Shine

Set up – Sunday from 8 am to 10 am
Vehicles **MUST** be out by 10 am

Reminder: This is an outdoor event; be prepared for any type of weather. Tents and canopies must be secured to withstand the weather.
****NO HOLES SHALL BE DRILLED OR POUNDED IN THE MACADAM****

The application must be fully completed, signed and returned (Mail to: PHF c/o David M. Kopala 684 Union Avenue Kenilworth, NJ 07033-1823) with the following enclosures in order to be considered for participation:

1. Detailed list of all proposed products/items sold identifying offerings and projected pricing.
2. Detailed List Of all Workers/ Persons will be with Vendors.
3. Vendor deposit/fee with a completed and signed application.
4. **A COPY OF CERTIFICATE OF INSURANCE MUST BE SUBMITTED TO THE MIDDLESEX COUNTY FAIR ASSOCIATION, NAMING MIDDLESEX COUNTY FAIR ASSOCIATION AS ADDITIONAL INSURED and a second copy of the same sent to PHF**



Middlesex County Fair Association, Inc.
"Agriculture, Education and Community"

Et). Box 400, Milltown, New Jersey 08850
Phone: (732) 257-8858 • Fax: (732) 257-8621

FOR YOUR INFORMATION

FAIR POLICY REGARDING POLITICAL CAMPAIGNING

Political candidates may campaign **only** in the space rented by their political party. Candidates will not be permitted to pass out fliers and campaign materials or carry signs, posters or banners through the fairgrounds. However, candidates are welcome to tour the grounds as fair visitors.

File: 2003 Political Campaigning



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"All exhibitors and vendors must restrict their sales, solicitations, distribution of materials, placement of signs and posters, promotional activities, etc., to their specific space as purchased and assigned."*

No one is permitted to walk about the fairgrounds distributing materials.

***Contract Item #6**

File: 2003 Space Notice

SMOKING POLICY

**NO SMOKING IS PERMITTED IN ANY TENTS OR BUILDINGS
BY ORDER OF THE EAST BRUNSWICK FIRE DEPARTMENT**