

Dear Prospective Non-Food Vendor:

Thank you for your interest in the 2020 ***SUMMERFEST*** at New Garden Flying Field. This year's event is scheduled for June 13th & 14th. Space is limited so I encourage you to send your request as soon as possible. Electricity on the field is limited and provisions should be made to bring a generator if needed.

All vendor space is approximately 12'x12' but may vary depending on availability. The booth fee is \$200.00 (Payable to New Garden Township). All vendors will be required to bring their own tables, chairs, tents, etc.

Event Hours: Saturday June 13 from 2p - 10p and Sunday June 14 from 12p - 7p.

Admission will be charged during the above hours, so you must be set up and ready to go. Please note that all vehicles must be cleared of the area by 1p on Saturday and 11 on Sunday.

All the necessary documents are enclosed for your review.

PLEASE SIGN AND MAIL BACK AS SOON AS POSSIBLE

(New Garden Flying Field, 1235 Newark Rd, Toughkenamon, PA 19374)

1. Vendor Application
2. Vendor Concessions
3. Vendor Rules and Regulations
4. Insurance Certification

I am looking forward to working with you. If you have any questions, please send them to tgagnon@newgarden.org or jmartin@newgarden.org

VENDOR APPLICATION

Please complete and return this application.

Organization Name: _____

Contact Person: _____

Address: _____

Phone: (business) _____ (home) _____ (cell) _____

E-mail _____

Have you participated in this event in the past? Circle one: Yes No

TYPE OF CONCESSION STAND & UTILITY REQUIREMENTS

Self-contained trailer? Circle one: Yes No

Other (please describe) _____

Electricity required? Circle one: Yes No (An additional fee of \$50 will apply)

The booth fee is \$200.00. Vendors will be selected from this application and notified. If you are not selected, your check will be returned.

Each vendor must carry its own liability insurance. New Garden Flying Field-New Garden Township must be added as an additional insured. A copy of the policy certificate must be attached to the application.

TO ASSURE YOUR RESERVATION, **PLEASE SEND THIS APPLICATION** to New Garden Flying Field, 1235 Newark Rd, Toughkenamon, PA 19374 as soon as possible.

No refunds for cancellations after May 16, 2020

I have read the New Garden Flying Fields Event Rules and Regulations. I agree to comply with all the rules and regulations.

Signature

Title

Date

VENDOR CONCESSIONS

Please list all items you wish to sell. Only items listed will be considered. New Garden Flying Field must approve all items and reserves the right to eliminate any item specified on the sheet.

VEHICLES WILL NOT BE ALLOWED ON THE AIRFIELD after 8:30am.

Vehicle _____
Year, Make, Model

License Number _____

Name _____

Cell Phone _____

VENDOR RULES AND REGULATIONS

The management of New Garden Flying Field reserves the right to amend, add to, and interpret the following Rules and Regulations.

1. The Vendor will not be allowed to open until all the preliminary requirements set forth have been met.
2. Vendor will conduct its business in a quiet and orderly manner; will deposit all rubbish, garbage, tin cans, paper, etc. in designated receptacles.
3. Vendor will submit to New Garden Flying Field a list of concession items to be sold.
4. Vendor shall pay all required fees, taxes, deposits and shall obtain licenses applicable to the operation of exhibit, and shall be responsible for other city, county, and state permits, and licenses required by law. Permittee may need to furnish receipts for license fees, tax deposits, and certificates of insurance, etc. prior to the event.
5. Vendor will comply with all laws, rules and regulations of federal, state and local governments, will not handle or sell any commodities or transact any business whatsoever for which an exclusive privilege is sold by New Garden Flying Field, nor engage in other business whatsoever upon or within said premises, except that which is herein expressly stipulated and contracted for.
6. Vendor will cause to be posted in a conspicuous manner at the front entrance to the concession(s) a sign showing the prices for the articles offered for sale to the public.
7. Vendor must, at its own expense, keep the concession space properly arranged and clean. All concessions must be clean, all coverings removed, and concessions ready for business at least 30 minutes before the event is open to the public (9:00am). Receptacles will be provided at several locations to receive vendor's trash, and such trash must not be swept into the aisles or streets or any public place.
8. All sound-producing devices used by vendor within or outside its space must be of such a nature and must be so operated as to not cause annoyance or inconvenience to its patrons or the other Concessionaires or vendors and the decision of New Garden Flying Field Management as to the desirability of any such sound-producing device shall be final and conclusive. Sound-amplification equipment may only be installed within or outside any space only by first obtaining written permission thereof from airport management 10 days prior to the event.
9. Vendor agrees to release, indemnify and hold New Garden Flying Field-New Garden Township, its representatives, officers, agents, and employees harmless from and against any and all liabilities, damages, business interruptions, delays, losses, claims, judgments, of any kind whatsoever including all costs, attorney's fees, and express incidental thereto, which may be suffered by, or charged to, New Garden Flying Field – New Garden Township arising out of the Owner's use of the airport, or by reason of any loss of or damage to any property or injury to, or death of, any person arising out of or by reason of any breach, negligence, violation or non-performance by Owner or its servants, employees, agents, representatives, or customers of any covenant or condition of the agreement or by any act or failure to act by those persons. New Garden Flying Field – New Garden Township shall not be liable for its failure to perform or for any loss, injury, damage or delay of any nature whatsoever resulting therefrom caused by an Act of God, fire, flood, accident, strike, labor dispute, riot, insurrection, war or any other cause beyond control.

VENDOR RULES AND REGULATIONS
PAGE 2

10. Vendor is entirely responsible for the space allotted to Vendor and agrees to reimburse the Airport Day for any damage to the real property, equipment, or grounds used in connection with space allotted to Vendor, reasonable wear and tear and damage from causes beyond Vendor's control excepted.
11. Failure of the Festival Staff or Airport Staff to insist in any one or more instances upon the observance and/or performance of any of these rules and regulations shall not constitute a waiver of any subsequent breach of any such rules and regulations.
12. The Air Show shall have the privilege of inspecting the premises covered by this agreement at any time or at all times.

I have read the Festival of Flight Rules and Regulations. I agree to comply with all the rules and regulations.

Signature

Date