

OBPA 2018 Vendor Registration Form

All events take place on the Town Square at 100 Market St. Orwigsburg, PA 17961

Vendor Fees

For a 10x10 space

Return at least 3 weeks prior to the event date by mail

OBPA Members

All 2018 Events including Heritage Day:

Artisans/Crafters / Farmers/ Prepared Food Vendors: \$10 per event

Non-Profit Organizations: \$5 per event

Non-OBPA-Members

All Events except Heritage Day:

Artisans/Crafters/Farmers/ Prepared Food Vendors: \$20 per event

Non-Profit Organizations: \$10 per event

Non Member Heritage Day Vendor Fees:

Artisans/Crafters /Farmers: \$40

Prepared Food Vendors: \$50

Non-Profit Organizations: \$10

\$ _____ Yappy Hour Amount Due

\$ _____ Family Funfest Amount Due

\$ _____ Farm to Square Amount Due

\$ _____ Heritage Day Celebration Amount Due

\$ _____ Total Vendor Fees Due

Make Check Payable To: OBPA

Return at least 3 weeks prior to the event date by mail

Vendor Contract Guidelines:

- Please attach a copy of food safety certificate if selling prepared food.
- Please attach a copy of liquor license if selling/serving alcohol.
- All food vendors must follow FDA food handling requirements.
- Please be set up and ready to open for the event start. All equipment must fit in designated space.
- All canopies must be secured with sand bags or another object to prevent them from lifting up from the wind; however you can't put holes into the macadam or sidewalks.
- All exposed power cords must be secured to prevent a tripping hazard.
- There will be no refunds given for any reason.
- You are responsible to clean up your vending area at the end of the event. Trash receptacles will be available for you to dispose your refuse.
- We expect all participants to stay until the event end time. You will not be able to take down your stand until the event ends.
- All generators must be quiet running models. They must be placed behind your stand and out of harm's way.

*** Special note: Electrical outlet usage is not available.**

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Please return this page

Business Name & Contact Person: _____

Address: _____ Phone: _____

Email: _____

What will your business be doing as a vendor? _____

Are you an OBPA Member? (Please circle): Yes / No / No, but I would like info

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(Check which events you wish to register for)

Make Check Payable To: OBPA

\$_____ Yappy Hour- Thursday, May 10th -5:30-9pm

\$_____ Family Funfest- Thursday, June 14th -5:30-9pm

\$_____ Farm to Square- where wine, farmers and artists meet – Thursday, August 9th -5:30-9pm

\$_____ Heritage Day Celebration- Saturday, September 8th - 9am-3pm

\$_____ Total Vendor Fees Due

The undersigned agrees to hold the Borough of Orwigsburg and the Orwigsburg Business and Professional Association harmless from any liability for any personal injuries or property damages resulting from their participation in the aforementioned event being held by the Orwigsburg Business and Professional Association.

By signing below, I hereby acknowledge and agree that I have read the aforementioned information and guidelines and agree to abide by all terms of this correspondence.

Signature

Date

Printed Name and Title

Return at least 3 weeks prior to the event date by mail to: OBPA Events
209 N. Warren St
Orwigsburg, Pa 17961

Any Questions regarding vendor space or availability can be sent to

Contact: orwigsburgbusinesspa@gmail.com

Subject Line: *Vendor Information*

Checklist for return: payment, signed registration form, copy of current Food Safety Certificate (if selling prepared food), copy of liquor license (if serving/selling alcohol).