



Phoenixville Oktoberfest

Vendor Application | Sat., October 13th, 2018

Food or Craft Vendor Application					
<input type="checkbox"/> Food		<input type="checkbox"/> Vendor (Food Based)		<input type="checkbox"/> Vendor (Handmade Item)	
Last Name of Applicant		First Name of Applicant		Business Name	
Mailing Address		Unit #	City	State	Zip Code
Email Address(required)		Website		Facebook	Twitter
Food (Savory) – To discuss with organizers		Food Vendors - \$100		Craft Vendors - \$50	
Food Truck ONLY Provide the Following Information					
License Plate Number		Size of the Truck		Photo of Set Up	
				(Must Attach By Email)	
Insurance					
Year of Co. Vehicle (food truck only)		Policy Number		Driver's License State (food truck only)	Driver's License Number (food truck only)
No beverages bottled or otherwise, may be sold without prior approval of the Festival Committee. The sale of alcoholic beverages is strictly prohibited.					
Please provide a short description of your business. (Special Features, etc.)					
Would you be willing to feed volunteers on the day of the event? If so, describe how:					
All applicants must attach intended menu(s) and provide a detailed description of what you will offer.					

Terms and Conditions:

Application: Completion and submission of application for participants for the Harvest Festival as well as fees are due by September 14th, 2018. Applicants will be notified via email of participation status. **Please note that submission of your application does not guarantee acceptance into any festival events.** You will hear from the selection committee by September 28th, should you submit by the due date above.

Set Up: Each event will have a different set up and break down time. You will be emailed specifics based on the events you are participating in. There will be at least one hour set up time and thirty minute breakdown; if not greater. You must provide your own table(s), chair(s), and tent. All trucks must have a fire extinguisher. Trucks must be self-contained and keep all packing materials out of sight.

Utilities: Vendors must be self-sufficient; Electricity and Water will not be supplied. An ample amount of trash receptacles will be present.

Clean-Up: All vendors must clear their designated space of all trash and/or debris. Spaces needing to be cleaned after the event could result in prohibition of future event participation. All vendors will be released for departure thirty (30) minutes post-event, or after crowd disperses and the committee provides safe exit routes.

Inclement Weather: There is no rain date for this event. If weather prevents us from hosting what is deemed a “safe event”, you will receive a refund of 75% of your fee.

Payment: Payment by check can be mailed/delivered to the following address. Please make all checks payable to Phoenixville Jaycees Foundation.

Phoenixville Oktoberfest
c/o Phoenixville Regional Chamber of Commerce
171 E. Bridge Street
Phoenixville, PA 19460

*Please note that fees listed on page 1 of the application are per festival.

All food vendors must be compliant and registered with Chester County Health Department. Please contact Beth Whalen, Chester County Health Specialist, at 610-344-4362 or ewhalen@chesco.org at least 5 days before the event to complete that information. We encourage you to complete this process at least a month before the event. Also please refer to Chester County Health Departments Temporary Foods Events Guidelines at <http://pa-chestercounty.civicplus.com/index.aspx?NID=886> .

With any questions, please email jcapistrant@phoenixvillechamber.org

I agree that I am required to stay for the entirety of the event.

Signature of Applicant

Date