



Cherry Hill Township's Harvest Festival Craft Fair October 21, 2018 at Croft Farm

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Please **KEEP** this page for your reference.

General Event Information

- The event will take place on Sunday, October 21, 2018, noon - 4 p.m. at Croft Farm (100 Bortons Mill Road, Cherry Hill, NJ 08034), rain or shine.
- Admission is free for all attendees.
- Harvest Festival is an annual event with over 3,000 attendees.

Guidelines

- This event has a total of 25 available spaces. Spaces will be filled at the discretion of the organizers. If chosen as a vendor, you will receive notification within two to three weeks of applying. If not chosen, your application and check will be mailed back to you.
- You are responsible for bringing your own booth set up including tables and chairs. ***Electricity will not be provided.***
- You will be given a 10x10 space; NO exceptions.
- You must stay for the entire length of the festival (noon - 4 p.m.).
- NO amplified sound will be permitted.
- Setup hours will begin at 9 a.m. and must be completed by 11 a.m. (Cars need to be off festival grounds by 10 a.m.)
- There are NO refunds.
- The Township's hold harmless agreement must be executed prior to the event.
- Please provide evidence of your **general liability** and **auto liability** insurance.
- Space assignments, event guidelines, parking information and a detailed map of your location will be mailed to you two-weeks prior to the festival.
- *Please no direct sales vendors.*

**Any questions, please contact the Cherry Hill Recreation Department
at 856-488-7868 or Events@CHTownship.com.**

CHERRY HILL TOWNSHIP PRESENTS

HARVEST FESTIVAL

Sunday, October 21, 2018; 12 - 4 p.m.

Crafter Application

Name of Applicant: _____ Business Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone (best number to be reached at all times): _____

E-Mail: _____

Back Up Contact (Name/Phone): _____

Website, Facebook, Instagram, Twitter, Etsy: _____

Description of Items to be Sold: _____

Number of Staff/Volunteers to be On-Site on Event Day: _____

Name of Event Day On-Site Contact: _____ Phone: _____

CHECKLIST

- ◆ Fully Completed Vendor Application
- ◆ Check made out to Cherry Hill Township for \$35
- ◆ Photos of items to be sold or include your Facebook, Instagram, Twitter, or Etsy Pages
- ◆ Signed Hold Harmless Agreement
- ◆ Proof of General Liability and Auto Liability Insurance

Please fax or mail this form by Friday, September 21, to:

Matt Baer, Special Events Coordinator
Cherry Hill Township Recreation Department, Room 102
820 Mercer Street, Cherry Hill, NJ 08002 | Phone: 856-432-8766
Fax: 856-488-7895 | mbaer@CHTownship.com

FOR OFFICIAL USE ONLY

Insurance Received: _____ General Liability _____ Auto Liability _____ Hold Harmless Received: _____

Completed Vendor Application Received: _____ Paid: _____ Approved by: _____



HOLD HARMLESS AGREEMENT

BUSINESS/ORGANIZATION NAME

CONTACT NAME TITLE

MAILING ADDRESS

PHONE NUMBER EMAIL ADDRESS

Vendor has agreed to attend/participate in the following event:

***Harvest Festival
Sunday, October 21, 2018 from 12 – 4 p.m.
Croft Farm, 100 Bortons Mill Road, Cherry Hill, NJ 08034***

Vendor hereby agrees to waive, release and hold harmless Cherry Hill Township, all of its affiliates, employees, agents, representatives and successors from any and all claims or causes against Cherry Hill Township that may arise as a result in any action resulting from said services; and

If any portion of this release from liability shall be deemed by a Court of competent jurisdiction to be invalid, then the remainder of this release from liability shall remain in full force and effect and the offending provision or provisions severed herefrom.

VENDOR NAME PRINTED

VENDOR SIGNATURE

DATE

Please return with Certificate of Insurance to:

CHERRY HILL TOWNSHIP
RECREATION DEPARTMENT, ROOM 102
820 MERCER ST. • CHERRY HILL, NJ • 08002-2638
www.CherryHill-NJ.com