



## Attention All Arts, Crafts & (non-food) Product Vendors

The Washington Borough Business Improvement District (WBID), sponsor of the "Festival in the Borough" is excited to announce the date for the 6<sup>th</sup> Annual "Festival in the Borough". It will be held on **October 2, 2010**. The Festival features an array of entertainment, family fun, artisans & crafters, and dozens of vendors located throughout the downtown business district and stage areas. Nearly 8,000 people attended this event last year!

Festival hours are 11:00 AM to 9 PM, vendor commitment from 11:00 AM to 6:00 PM

Check-in time & location: 8:30-10:30 at Krauzer's East and West on Rt. 57

### **General Guidelines for Arts & Crafts & non-food Product Vendors**

- Applicants must read and abide by the general guidelines established by the WBID
- Applicants may only sell works included in their application.
- Please make copies of all correspondence for your records.
- We do not send confirmation. If your payment check is cashed, you have been accepted as a vendor.
- Notification of your Space location will be at vendor check-in, Day Of Show, beginning @ 8:30 am, at Krauzser's East and Krauzser's West as you enter town at either end of Rt. 57.
- The WBID looks forward to accommodating you for this exciting event in Washington Borough this year.

If you have any questions, you may e-mail [admin@washingtonbid.org](mailto:admin@washingtonbid.org) or call (908) 689-4800, Monday-Friday 10:00 am- 4:00 pm. You can also visit our website [www.washingtonbid.org](http://www.washingtonbid.org)

You are cordially invited to apply for a Vendor Space at the "Festival in the Borough".

**When:** Saturday, October 2, 2010  
**Location:** Downtown Washington, New Jersey (Warren County)  
**Fee per Space:** \$75.00-preregistered by September 24, 2010  
\$100.00-Day of Show-Cash Only-Space Permitting  
(All spaces are 10x10 firm)  
**Vendor Hours:** 11:00 AM-6:00 PM  
**Set-Up:** Saturday Morning 8:30 AM – 10:30 AM,  
**Take-Down:** Saturday Evening 6:00 PM or later

**Exhibitors agree to the following (please initial where indicated)**

- Exhibitors must submit this completed contract and payment in full by September 24, 2010.
- Requests for spaces are taken on a first come first serve basis, to be determined by postmark on application. \_\_\_\_\_ **Initial**
- Exhibitors must submit photo that is representative of the craft or product they plan to sell along with this application and application fee. You will be allowed to sell only those items listed on this application. \_\_\_\_\_ **Initial**
- Exhibitors must provide their own tables, chairs, cover, and provide a professional display. \_\_\_\_\_ **Initial**
- Exhibitors must remain open until 6:00 PM. Early packing is prohibited. \_\_\_\_\_ **Initial**
- **No vehicles** will be permitted into the vendor area during vending hours. \_\_\_\_\_ **Initial**
- There will be no subleasing of spaces. \_\_\_\_\_ **Initial**
- **All promotions and giveaways must be approved by the WBID.** \_\_\_\_\_ **Initial**
- I hereby give my consent to the WBID to use photos of myself or my products. \_\_\_\_\_ **Initial**
- **Power, water, or any other utility is not provided by the WBID,** \_\_\_\_\_ **Initial**

Show committee, management, property owners, their servants, agents, and employees shall not be liable for injury to persons or property during arrival or departure. It is hereby understood and agreed by exhibitor that the Washington Business Improvement District will have absolutely no liability for any loss of any nature sustained by the Exhibitor. Exhibitor hereby releases the above mentioned from any and all liability of any nature for any cause. Vendors/exhibitors waive any rights or claims against the WBID, its agents, servants and employees for any and all losses or injuries and further agree to defend and indemnify the WBID from any and all claims of visitors, customers or guests of said vendor/exhibitor with respect to any injuries or losses and will provide a certificate of liability insurance upon request.

**Vendor Signature:** \_\_\_\_\_

Business Name: \_\_\_\_\_

NJ Tax ID # \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address:  
\_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-Mail: \_\_\_\_\_

What types of items do you wish to sell? You will be allowed to sell ONLY the items listed here.

\_\_\_\_\_  
\_\_\_\_\_

Price Range:            Low \$ \_\_\_\_\_            Mid \$ \_\_\_\_\_            High \$ \_\_\_\_\_

Will you be bringing a tent?    Yes \_\_\_\_\_            No \_\_\_\_\_

Are you a returning vendor in any WBID event? If so please give month and year attended.

\_\_\_\_\_

**If this application is accepted by the WBID, I agree to sell and/or display only products/services listed on this application form, staff my booth for the duration of the vending period, 11:00 AM– 6:00 PM, and abide by all guidelines established by the WBID Festival in the Borough Committee, as well as all terms listed on my application with the WBID.**

**Signature:** \_\_\_\_\_            **Date:** \_\_\_\_\_

**PLEASE RETURN THIS COMPLETED APPLICATION AND MAKE A COPY FOR FUTURE REFERENCE**

**This agreement is final between the Washington BID and the exhibitor upon signing.**

**Signed** \_\_\_\_\_            **Date** \_\_\_\_\_

Make checks payable and mail to:    Washington Business Improvement District  
21 Belvidere Avenue  
Washington, New Jersey 07882

There is a \$50.00 return check fee.