



## 12<sup>th</sup> Annual Harvest Day Festival & Parade Saturday, October 26, 2019 – 10 a.m. – 4:30 p.m. **Craft Vendor Information**

**Please read the details below before completing and returning your application. Keep this invitation for your records.**

### **Fee Information:**

Craft vendors are assigned 10x10 ft. spaces in the Circle. The price per space is **\$45**.

New Oxford Chamber of Commerce members receive a \$10 discount.

### **Festival Rules & Requirements for Craft Vendors**

- 1) No application will be considered unless accompanied by the entire fee. The Chamber reserves the right to reject any application. Applications must be accompanied by a check, money order or credit card information.
- 2) Craft vendors will sell only handmade crafts. **Photos must be submitted for first-time craft vendors.**
- 3) The Chamber does not provide tables, tents or chairs.
- 4) **All new vendors selling taxable items MUST have a PA Sales Tax ID # and submit it with their application.** All vendors are expected to comply with tax laws and regulations set forth by the state of Pennsylvania. Vendors assume all tax liability for products sold at their booth(s).
- 5) **Vendors may set up at 8 a.m. the day of the show and must be completely set up no later than 9:45 a.m.** Vendors who wish to set up on Friday MUST contact the Chamber office in advance for permission by emailing [info@newoxford.org](mailto:info@newoxford.org) or calling (717) 624-2800. For set up and closing, place your property near the fence before parking your vehicle at the edge of the circle to load merchandise.
- 6) The NOACC and the residents of New Oxford will not be responsible for any injury or loss that may arise or come to the lessee or their employees or their property from any cause whatsoever while said persons are in the New Oxford Borough. No insurance will be provided as this is the responsibility of the lessee.
- 7) Vendors failing to observe the aforementioned rules, found conducting themselves in a fraudulent or objectionable manner, or becoming offensive to officials, other vendors or attendees will be asked to remove their merchandise IMMEDIATELY and leave the event with their fee forfeited.

- 8) For returning participants, every effort will be made to place you in the previous year's space, unless otherwise requested. Please note that circumstances may prevent such space accommodation.

**Confirmation of location and space number will be sent via mail by October 11, 2019.**

**Cancellation/Weather Policy:**

In case of rain or snow, the event will continue unless the weather is severe. If the weather is severe, the event will be cancelled and no refunds will be issued.

No contract can be broken within 14 days of the event. To cancel a contract, vendors must submit a request in writing at least 14 days in advance. Requests received prior to this time will be considered. No refunds are guaranteed.

**\*Signing the attached application signifies the exhibitor consents to all rules and regulations. Please keep this agreement for your records and submit the attached application with full payment.**

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**27 Center Square, New Oxford, PA 17350  
(717) 624-2800  
info@newoxford.org  
newoxford.org**



**12<sup>th</sup> Annual Harvest Day Festival & Parade**  
**Saturday, October 26, 2019 – 10 a.m. – 4:30 p.m.**  
**Craft Vendor Agreement**

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**Name:** \_\_\_\_\_

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

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

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**PA Sales Tax ID Number:** \_\_\_\_\_

**\*\*All new vendors selling taxable items MUST submit their PA Sales Tax ID Number to be admitted to the show.**

**Please list the types of crafts you will be selling:** \_\_\_\_\_

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**\*If you are a first time craft vendor at this event, you MUST submit photos of your products prior to acceptance.**

We accept check, money order and credit card payments. Please make checks and money orders payable to: NEW OXFORD AREA CHAMBER OF COMMERCE. Completed applications may be mailed with payment to: NOACC/Harvest Day, 27 Center Square, New Oxford, PA 17350.

For credit card payment, please provide the following information. We do not keep credit card information on file once the payment has been processed and approved.

**Credit Card Number:** \_\_\_\_\_ **Security Code:** \_\_\_\_\_

**Exp. Date:** \_\_\_\_\_ **Billing Name:** \_\_\_\_\_

**Billing Address:** \_\_\_\_\_

*Signing of this application signifies that exhibitor consents to all regulations as outlined in the vendor agreement.*

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

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*For NOACC use only: Amt. received:* \_\_\_\_\_ *Date:* \_\_\_\_\_ *Check #/CC:* \_\_\_\_\_ *by* \_\_\_\_\_