20th Annual Harvest Day Festival & Parade

Saturday, October 23, 2027 - 10 a.m. to 4 p.m.

Craft / Artisan Vendor Application

Please read the details below before completing and submitting your application. We encourage you to keep a copy of this information for your records.

General Information:

Non-food vendors are assigned 10 x 10 ft. spaces in the grass in the circle, the street spaces along the outside of the circle, or in the overflow areas. Vendors in the following categories are eligible for this event: crafts, artisans, farmers market and a limited number of direct sales (i.e. Pampered Chef, Color Street, etc. Returning vendors only). Street spaces (approx. 10 x 20 ft.) are available upon request on a first come, first served basis. If your business or organization does not fall under any of the categories listed above, we ask that you contact our event coordinator at info@newoxford.org before submitting an application. Additional vendor restrictions are described in the "Rules & Regulations" section below.

Applications can be mailed, emailed or dropped off to the New Oxford Area Chamber of Commerce.

*If you are a food vendor, please contact the Chamber at info@newoxford.org to request a food vendor application.

Fee Information:

Non-food vendor spaces (10 x 10 ft.) are $55 per space. Street spaces (approx. 10 x 20 ft.) are also available on a first-come, first-served basis at $80 per space. Chamber members receive a $10 discount.

Rules & Regulations:

1) Submitting an application does not guarantee your business or organization's participation. When applying for this event, please keep in mind that this is a family-friendly event. Event organizers reserve the right to reject any application. Direct sales vendors will not be accepted from the following companies: Damsel in Defense, LOVEWINX and Pure Romance. Additionally, commercial vendors (sweepstakes, giveaways, etc.) and political groups are not permitted to set up as vendors at this event.

2) Applications will not be accepted unless accompanied by the entire fee.

3) Vendors are not permitted to display any weapons or weapon-like items, drug related items, etc. Additionally, no mature content may be displayed.

4) Craft vendors and artisans will sell only handmade items. Photos must be submitted for first-time vendors in these categories.

5) Vendors must provide their own tables, chairs and tents.

Rules & Regulations continued...

6) All vendors selling taxable items are required to have a PA Sales Tax License and submit it with their applications prior to acceptance. Even if a vendor sells only once or twice a year, it is still necessary to have a license in PA. There is no fee involved in obtaining a license. PA sole proprietor vendors and all in state or out-of-state corporations must complete the PA Business Tax Registration. Completing the form online is recommended. The application can be found at www.mypath.pa.gov/_/ under PA online Business Tax Registration. Out of state vendors may fill out a PA-518 Transient Vendor Application. All vendors are expected to comply with tax laws and regulations set forth by the Pennsylvania Department of Revenue. Vendors assume all tax liability for products sold at their booth(s).

7) Vendors may begin setting up at 8 a.m. on the day of the event. All vendors must check in with a volunteer to receive their vendor packet and be 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 or calling (717) 624-2800. When loading and unloading merchandise, place your property near the edge of the circle before parking your vehicle.

8) Vendors must remain at their spaces until the parade concludes. Once the parade has concluded - typically around 4 p.m. - vendors are permitted to leave their spaces. Any vendor that fully vacates their spot prior to the conclusion of the parade may not be permitted to set up at future events.

9) The New Oxford Area Chamber of Commerce 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.

10) All vendors are responsible for cleaning their space and properly disposing of all waste before leaving the venue in the dumpster, location of the dumpster will be sent with the vendor packet. Please do not leave any trash or debris by trash cans, on the street, or in the circle after the event. Failure to dispose of trash may result in a trash removal fee or not being accepted to future events.

11) 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.

12) 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 EMAIL no later than Friday, October 15, 2027.

Cancellation/Weather Policy: 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. 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 CALL/NO SHOW POLICY: If you need to make a last minute cancellation, please give us a call at (717) 624-2800 or email us at info@newoxford.org if at all possible so that we can make adjustments to spacing as needed. Vendors that no call, no show the day of the event, except in the case of an emergency, will not be invited back to participate at future Chamber events.

*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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Craft / Artisan Vendor Application

Business Name (if applicable): _____

Contact Name: _____

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Phone Number: _____ **Email:** _____

PA Sales Tax ID #:_____

All vendors selling taxable items MUST submit their PA Sales Tax ID to be admitted to the show

Please mark the appropriate category below and include any additional item information on the lines provided.

_____ Crafts _____ Artisan products _____ Farmers market

_____ Direct Sales (only one vendor per company - MUST be a returning vendor, no new direct sales vendors accepted, unless approved by the Chamber)

_____ Other - please specify

_____

_____

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

# of 10x10 spaces requested ($55/space): _____

# of 10x20 spaces requested ($80/space): _____

Will you be using electric? _____ Are you using a generator? _____

Vendor space assignments and info. will be EMAILED instead of mailed. If you opt for mailing, there will be an additional $5 fee to cover postage and labor. You will only receive next year's application by mail if you select mailing below. Otherwise, it will be emailed. The $5 fee will cover the mailing of both your 2027 space assignment info. and your 2028 application.

____ I would like my vendor space assignment mailed ($5 added fee enclosed with booth payment)

Applications will not be accepted after Monday, October 18, 2027. Day-of vendors will not be accepted. NO EXCEPTIONS!

We accept check, money order and credit card payments. Checks are preferred. 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. If we do not receive a check with your application, you will be sent an invoice to pay via credit card (see below).

_____ I would like to pay via credit card. Please email me an invoice.

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

Print Name: _____ **Signature:** _____ **Date:** _____

For NOACC use only - Amt. received: _____ Date: _____Check #/CC: _____ Inv #_____ by _____