New Oxford's
Harvest Day Festival & Parade

Saturday, October 23, 2027, 10 a.m. to 4 p.m.
YOUNG ENTREPRENEUR VENDOR APPLICATION

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

Festival Rules & Requirements for Young Entrepreneur Vendors:

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. We do not currently accept vendors in the following categories: direct sales (exception for previous year's vendors only), commercial vendors (including sweepstakes, giveaways, etc.) and political campaigning. **Event organizers reserve the right to reject any application.**
2. No vendor may sublet any space or portion of the assigned space to another vendor.
3. Vendors may begin setting up at 8:30 a.m. on the morning of the event. Vendors must make contact with the vendor greeter in their section to check in and confirm their space assignment before beginning to set up. **The Chamber requests that all vendors complete their setup by 9:45 a.m.**
4. Please do not place merchandise against residents' buildings, porches or greenery unless prior permission is received from the resident. This rule will be enforced by volunteers throughout the day
5. Make every effort to keep the sidewalks passable at all times. Sidewalks may not be used for exhibits, and all borough ordinances must be observed.
6. **No tables, chairs, or tents will be furnished by the chamber.**
7. Vendors will remain open for business until 4 p.m. and refrain from vacating their space before that time. Vendors may begin to pack up their items beginning at 3:45 p.m.; however, any vendor that fully vacates their spot prior to the conclusion of the event at 4 p.m. may not be permitted to set up at future events. Any vendor remaining after 6 p.m. may incur a fee to help defray the cost of overtime for day of services. - This event also has a parade starting at 3 p.m. the parade passes Carlisle and West Golden Lane.
8. Any vendors selling taxable items must submit a PA Sales Tax ID # with their application. If you are selling non-taxable items, you do not need to submit a tax ID #. 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).
9. No application will be considered unless accompanied by the entire fee. Vendor spaces are not officially reserved until payment is made in full via check, money order or credit card.
10. Vendors will need to have their parking passes visible during the event and during cleanup to help volunteers and fire police, traffic directors, etc.
11. Please respect our volunteers, other vendors, etc.
12. Vendors must dispose of their own trash in the dumpster. Dumpster location will be confirmed in your vendor packet.
13. Please do not cross over the chains, tape, cones, etc. at any time during the event.
14. Please refrain from smoking if possible.

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The spaces are $20 for a 10 x 10 space if application and payment is postmarked by September 31, 2027. Applications will not be accepted after Monday, October 18, 2027. Any application submitted within one week of the registration deadline must be paid via money order or credit card. No applications should be mailed within a one week window of the registration deadline. If it is within the one week window, please email your application. No day-of vendor applications will be accepted.

Additional Important Information:
Confirmation of location and space number will be sent via email or mail by Friday, October 15, 2027.

To cancel a contract, vendors must send a request in writing AT LEAST 10 days in advance to be considered. Refunds are not guaranteed.

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.

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.

In case of rain, the show will continue unless the weather is severe. **Vendors' fees will not be refunded based on weather conditions.** We suggest bringing clear plastic drop cloths in the event of rain.

The New Oxford Chamber 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 dealer/lessee.

***Signing the attached application (pg.3) signifies the exhibitor consents to all rules and regulations. Please keep this agreement for your records and submit the attached application with full payment, including any additional fees (late) if applicable.**

The Chamber and the residents of New Oxford look forward to your participation in our 20th Annual Harvest Day Festival & Parade. We hope you have a successful day and pleasant visit to our town.

Sincerely,
Harvest Day Festival & Parade Committee
New Oxford Area Chamber of Commerce

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YOUNG ENTREPRENEUR VENDOR APPLICATION

Business Name (if applicable): _____
Vendor Name: _____
Guardian Name: _____
Address: _____
City: _____ **State:** _____ **Zip Code:** _____
Phone Number: _____ **Email:** _____

Please mark the appropriate category below and include any additional item information (including items sold) on the lines provided.

____ Crafts ____ Artisan products _____ Other

_____

_____

_____

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

# of 10 x 10 spaces requested ($20/space): _____

Applications will not be accepted after Mon., October 18, 2027. Any application submitted within one week of the registration deadline must be paid via cash, money order, or credit card. No applications should be mailed within a one week window of the registration deadline. If it is within the one week window, please email your application. No day-of vendors will be accepted. **NO EXCEPTIONS!**

Vendor space assignments and information are emailed. 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. 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)

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/Market on the Square, 27 Center Square, New Oxford, PA 17350 or emailed to *info@newoxford.org*. In the event of a bounced check, an additional $35 fee will be incurred by the vendor and must be paid prior to participating in the show.

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

____ Signed the Liability Waiver

***Signing of this application signifies that exhibitor consents to all regulations as outlined in the Young Entrepreneur Rules & Guidelines agreement.**

Print Name: _____ **Signature:** _____

Relationship to Vendor: _____ **Date:** _____

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