

VENDOR RULES & REGULATIONS

1. **10' X 10' booths will be provided with lights installed!!!**
2. Penn Township will be responsible for set up and tearing down booths.
3. Most booths have a 12" counter space board across the front of the booth.
No tables/chairs/extension cords/change will be provided. The individual operator must furnish them.
4. Advertising is only permitted within your individual booth. **SEE NOTE 19**
5. Unloading and moving of all equipment to individual booths is the responsibility of the vendor.
6. Vendors are responsible for keeping the area surrounding their booth neat and clean during the event and when exiting the event.
7. **Overnight security will be provided Friday and Saturday.**
8. **All booths must remain open during the event hours specified on September 15, 16 and 17!**
9. Penn Township will provide (2) 110/20 amp electric service power lines to each booth space. You may bring additional heavy duty extension cords if you wish, but electrical service is limited. Please make sure your personal electrical equipment is serviced prior to the event.
10. Event will be held rain or shine. We recommend bringing booth sides, additional covers for your product or rubber made bins to put your product in. **Penn TWP Fall Festival does not guarantee booths are water proof.**
11. Menus and prices must be prominently displayed on your booth for customers to see.
12. Dumpsters and garbage cans will be conveniently located in the food area.
13. **Supplies and materials can be unloaded beginning Friday, September 15th at 11:00 a.m. until 3:30 p.m. Friday, and prior to and after operating hours. All vehicles need to be removed from vendor area an hour before opening on Saturday and Sunday. Opening times are 12pm**
14. Booths may be inspected by the Pa State Department of Health. If your booth fails an inspection, it will be shut down.
15. All food vendors are required to use utensils and wear gloves when handling food at the event.
16. Alcohol is not permitted on park grounds.
17. **PLEASE DO NOT DUMP GREASE ON THE GROUND.** All grease and leftover food must be removed from the park grounds.
18. **Parking Passes will be provided the day of set-up Friday, September 15th, 2017.**
19. **There will be no walking around within the Festival grounds promoting your booth, handing out material, acquiring signatures, or getting forms filled out. If you are caught you will be warned of the violation. If you are caught a second time, you will be escorted off Festival grounds. NO EXCEPTIONS**