

**PRESENTED  
BY:**



**Saturday, Sept. 14, 2024, – 11:00am To 5:00pm  
Shappell park (353 South Main St., Phillipsburg)**

## **Vendor Application Form — FOOD**

Celebrate 172 years of rail in Phillipsburg and the town's prominence as a transportation hub this September at the **THIRD** annual Phillipsburg, N.J. Railroad Festival! Platinum Star Cleaning presents the third annual railroad festival on Saturday, September 14, 2024, from 11am to 5pm. Last year's festival was a huge success, with over 3,000 people.

**The festival, which will have three walkable areas, kicks off at 11 a.m.**

***Area 1**, Shappell Park and the surrounding area, with food and retail vendors and music. Also nearby will be the Centerville and Southwestern Railroad (a.k.a. The Becker Farm Railroad), a miniature train ride operated by the Phillipsburg Railroad Historians, and vintage buses on display from the Friends of the NJ Transportation Heritage Center.*

***Area 2** is Phillipsburg Union Station, the former train station built in 1914. Undergoing restoration, the completed first floor will be open for tours. Nearby is the Phillipsburg Union Tower. The former CNJ railroad switch tower in Phillipsburg has been undergoing a full restoration and will be open for tours.*

***Area 3** is the location of Delaware River Railroad Excursions, where you can book a trip on The River Train or The Warren County Winery Train, beautiful rides on historic railroad equipment including an operating steam locomotive.*

*We are expecting thousands to attend again this year for the second annual landmark event. Join in on the excitement as an official vendor! Vendors will be represented on all signage in Areas 2 and 3 directing festival goers to Area 1, Shappell Park*



# PHILLIPSBURG RAILROAD FESTIVAL

## Vendor Application Form - Food

Please review the following guidelines and complete the application form.  
This will assure an atmosphere of fun and quality is provided to all attendees.

**DEADLINE:** SEPTEMBER 1, 2024 (*\$15 late fee due for all late submissions*)

### GUIDELINES:

- All vendors are subject to the approval of the committee.
- The committee must approve any changes to the exhibitor's program.
- All vendors will be placed at the discretion of the committee.
- All vendors must provide their own tables, tents, & chairs.
- All vendors must commit to the duration of the day.
- All vendors are allowed to sell only approved items. Photos may be requested.
- The festival committee reserves the right to limit items to be sold.

BUSINESS INFORMATION (Please print)		
Business Name:		
Contact Person:		
Street Address:		
City:	State:	Zip Code:
<small>*required</small> Primary Phone:	Secondary Phone:	
<small>*required</small> Email Address:		
Description of items to be sold: <i>Please list all items or attach list separately. Items not listed will not be allowed at festival</i>		

**NUMBER OF (10X10) SPOTS:** \_\_\_\_\_ \$150.00 = \_\_\_\_\_

**SIZE OF TRUCK/TRAILER** \_\_\_\_\_

**\*\*Non-Profit Organizations—\$50—must be able to prove status.**

**PRINT NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

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### VENDOR LIABILITY AGREEMENT:

I wish to participate as a vendor or associate in the Phillipsburg Railroad Festival. I agree to accept all liability and responsibility for any personal injury, property damage, loss, theft, or any other harm suffered by myself or others arising from or otherwise incident to my participation in the event.

\_\_\_\_\_ (the Vendor) shall indemnify and hold The Phillipsburg New Jersey Railroad, Phillipsburg Downtown Association, the Town of Phillipsburg, and their officials, directors, employees, and agents harmless against all suits, claims, demands, and losses, including costs, expenses, and attorney's fees, incurred as a result of any act or omission, neglect, or misconduct of the vendor during the event.

If you have liability insurance, check here ☐

If so, provide a certificate of insurance naming the Phillipsburg New Jersey Railroad AND the Town of Phillipsburg as additionally insured.

What is the amount of your liability insurance? \_\_\_\_\_ (minimum \$500,000)

By signing this Agreement, the Vendor/Participant hereby requests the Phillipsburg New Jersey Railroad AND the Town of Phillipsburg to reserve vendor space at the Event and affirms it has read, understands and agreed to all terms and provisions of this Agreement.

PRINT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_



[www.PhillipsburgRailroadFest.com](http://www.PhillipsburgRailroadFest.com)

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Website



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Please review the following guidelines and complete the application form.  
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### DETAILS:

Date: Saturday, Sept. 14, 2024, 11:00 To 5:00 Location:  
Shappell park (353 South Main St., Phillipsburg)

***Setup is from 8:00 to 10:00 a.m. There is no exception to setting up space after 10:00 am***

### CONTACTS:

Aaron Coleman, Event Presenter,  
phone: (732) 677-6027 text or call  
email: phillipsburgnjrailroad@gmail.com

### RETURN FORM AND CHECK:

***No later than September 1st. \$15 late fee for all late submissions***

Attn: Phillipsburg Railroad Festival  
178 South Main Street, Phillipsburg, NJ 08865



***Make checks payable to the Phillipsburg Downtown Association***

### CRAFT VENDOR CHECKLIST:

- ☐ Read vendor letter, guidelines and all instructions
- ☐ Complete Vendor Liability Agreement
- ☐ Complete Craft Vendor Form
- ☐ Mail check for vendor fee with completed form
- ☐ Provide Certificate of Insurance naming the Phillipsburg Downtown Association  
and the Town of Phillipsburg as additionally insured

## We look forward to having you at this year's Second Annual Phillipsburg Railroad Festival!