



For updated information on the festival, activities and all necessary vendor forms, email LianaM@lehighvalleychamber.org

Dear Crafter,

We are celebrating 34 years of the annual Phillipsburg Ole Towne Festival in Phillipsburg, New Jersey! To help our great town celebrate, we are seeking quality vendors for Saturday, October 29, 2022.

The 2022 Ole Towne Festival will be jam-packed with festival favorites and entertainment for attendees of all ages. Shappell Park will be filled with live music, food and craft vendors, free family entertainment, free children's activities, a hot dog eating contest, a magic show, and more. Of course, the festivities conclude with a stunning fireworks show Saturday evening.

Thousands are expected to attend this year's Ole Towne Festival and enjoy all the attractions in store. **Join in on the excitement as an official craft vendor during the weekend!** As an exhibitor, please review the following guidelines to assure an atmosphere of fun and quality is provided to our attendees:

1. THERE WILL BE NO BOTTLED WATER, SODA, OR ANY RELATED ITEM SOLD. FAILURE TO FOLLOW THIS RULE WILL RESULT IN EJECTION FROM THE FESTIVAL AND FEES WILL NOT BE REFUNDED.
2. ALL EXHIBITORS ARE SUBJECT TO THE APPROVAL OF THE COMMITTEE.
3. ANY CHANGES IN EXHIBITOR'S PROGRAM MUST BE APPROVED BY THE COMMITTEE.
4. ALL EXHIBITORS WILL BE PLACED AT THE DISCRETION OF THE COMMITTEE.
5. ALL EXHIBITORS MUST PROVIDE THEIR OWN TABLES, TENTS & EXTENSION CORDS.
6. ALL EXHIBITORS MUST COMMIT TO THE DURATION OF THE DAYS THEY SELECTED.
7. ALL EXHIBITORS MUST COMPLY WITH ALL CDC AND COVID GUIDELINES.

FESTIVAL TIMES:

Saturday, October 29, 2022– 11:00 a.m. to 6:00 p.m. at Shappell Park (373 S. Main Street, Phillipsburg)

The 34th Annual Ole Towne Festival will be a grand time for all. We hope you can participate this year! If interested, please complete the registration form and send it back to **158 A Northampton Street, Easton, PA 18042 ATTN: Ole Towne Festival**. If you have any questions, please contact Liana Marte at (610) 739-1520 or e-mail LianaM@lehighvalleychamber.org. Thank you!

Festively yours,

Liana Marte
Ole Towne Festival Chair



Phillipsburg, New Jersey

CRAFTER FORM

Please Print

COMMITTEE USE ONLY
DATE RECEIVED: _____

Business: _____

Contact Person: _____

Street: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____

Secondary Phone: _____

E-Mail: _____

RULES

1. THERE WILL BE NO BOTTLED WATER, SODA, OR ANY RELATED ITEM SOLD. FAILURE TO FOLLOW THIS RULE WILL RESULT IN EJECTION FROM THE FESTIVAL & FEES WILL NOT BE REFUNDED.
2. ALL VENDORS ARE ALLOWED TO SELL ONLY APPROVED ITEMS. PHOTOS MAY BE REQUESTED.
3. THE FESTIVAL COMMITTEE RESERVES THE RIGHT TO LIMIT ITEMS TO BE SOLD.
4. ANY CHANGES OF ITEMS TO BE SOLD MUST BE APPROVED BY THE COMMITTEE.
5. ALL CRAFTERS MUST PROVIDE THEIR OWN TABLES, TENTS & EXTENSION CORDS.
6. ALL CRAFTERS MUST COMMIT TO THE DURATION OF THE DAYS THEY SELECTED.
7. ALL CRAFTERS MUST COMPLY WITH ALL CDC AND COVID GUIDELINES.

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DESCRIPTION & NATURE OF YOUR EXHIBIT (If an item is not listed on this sheet, it is not allowed at the festival)

NUMBER OF (20x10) SPOTS _____ x \$100.00 = _____

**NOTE: Phillipsburg Businesses/Residents receive discounted \$75.00 rate.*
Non-Profit Organizations—Free of Charge—Must be able to prove status.*

Please make checks payable to: Phillipsburg Ole Towne Festival.

ELECTRIC: NUMBER OF 20 AMP CIRCUITS REQUIRED (110 VOLT): _____

FRIDAY _____ SATURDAY _____ BOTH DAYS (must change location) _____

SIGNATURE

DATE

DEADLINE: FRIDAY, October 14, 2022 - \$15 late fee due for all forms submitted after this date.

INFORMATION NEEDED?
CONTACT LIANA MARTE
610-739-1520 OR LianaM@lehighvalleychamber.org

PLEASE RETURN FORM TO:
Phillipsburg Ole Towne Festival
158 A Northampton Street
Easton, PA 18042

OLE TOWNE FESTIVAL 2022



Vendor Liability Agreement

I wish to participate as a vendor or associate in the Phillipsburg Ole Towne 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 Greater Lehigh Valley Chamber of Commerce and 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 certificate of insurance naming the Greater Lehigh Valley Chamber of Commerce as additionally insured.

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

By signing this Agreement, the Vendor/Participant hereby requests the Greater Lehigh Valley Chamber of Commerce and the Town of Phillipsburg to reserve vendor space at the Event and affirms it has read, understands and agrees to all terms and provisions of this Agreement.

Print Name: _____

Signed: _____

Date: _____



CRAFT VENDOR CHECKLIST:

- ___ Read Vendor Letter & All Instructions (pg. 1)
- ___ Complete Crafter Form, with check for vendor fee made out to
Phillipsburg Ole Towne Festival (pg. 2)
- ___ Complete Vendor Liability Agreement (pg. 3)
- ___ Provide Certificate of Insurance naming the Greater Lehigh Valley Chamber of
Commerce as additionally insured

We look forward to having you at this year's Ole Towne Festival!

Questions?

Contact Liana Marte, Ole Towne Festival Chair

610-739-1520

LianaM@lehighvalleychamber.org