



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

Dear Exhibitor,

The Ole Towne Festival Committee agreed that the show must go on!

Now that May is here, and Governor Murphy has announced an increase in outdoor gathering limits as of May 10th. We are happy to be moving forward with our beloved Ole Towne Festival! We are optimistic that come June these limits will be increased further thus allowing us to have even more people come and enjoy our festival!

The Ole Towne Festival Committee is committed to putting the safety of all of our vendors and community first, which is why we are taking all of the necessary steps to ensure the festival happens in 2021 year, however that may be. We just ask for your willingness to be flexible as we move forward. We are all trying our best and have the same end goal- to have a great 2021 Ole Towne Festival!

Join in on the excitement as an official exhibit 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:

Friday, June 18, 2021 – 5:00 p.m. to 9:00 p.m. at Shappell Park (373 S. Main Street, Phillipsburg)
Saturday, June 19, 2021 – 12:00 p.m. to 9:30 p.m. at Walters Park (1 Meyner Road, Phillipsburg)

The 33rd 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



EXHIBITOR FORM

Phillipsburg, New Jersey

Please Print

COMMITTEE USE ONLY
DATE RECEIVED: _____

OLE TOWNE FESTIVAL 2021

Business: _____

Contact Person: _____

Street: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____

Secondary Phone: _____

E:Mail: _____

RULES

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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, JUNE 4, 2021 - \$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



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: _____



EXHIBIT VENDOR CHECKLIST:

- ___ Read Vendor Letter & All Instructions (pg. 1)
- ___ Complete Exhibitor 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