

Dear Friends,

I appreciate your interest in becoming a vendor at the 16<sup>th</sup> annual South Jersey Gay Pride Festival on Sunday, September 8, 2024.

Below are copies of the following information about vendor registration:

- Vendor Application
- Vendor Fees
- Vendor Agreement
- Vendor Regulation
- Food Vendor Instructions

To secure your vendor registration, please remember to complete the following steps:

1. Complete the Vendor Application and sign the Vendor Agreement. Failure to complete the application and agreement may result in your submission being denied.
2. Please email or mail the completed forms to our vending department at [snjgaypride@gmail.com](mailto:snjgaypride@gmail.com). You may also print the documents and send them by postal mail to 190 Warwick Road, #113, Stratford, NJ 08084 — no hand deliveries.
3. Please make your check or money order payable to Family Lyfe, A Nonprofit Organization.
4. For electronic payments, such as CashApp and PayPal, please use the following payment profiles for each method:
  - CashApp: \$JerseyGayPride
  - PayPal: [snjgaypride@gmail.com](mailto:snjgaypride@gmail.com)
5. Please reference the company name used on your vendor application. If you use CashApp, please include your CashApp profile name on the vendor application. Please remember to reference what company you are standing for.
6. Once you complete the above, you will receive a confirmation email with the next steps.
7. If you have any questions, please email [snjgaypride@gmail.com](mailto:snjgaypride@gmail.com) with an “attention to” Vending Department.

Warmest Regards,  
*DeAnn M. Cox*



# South Jersey Gay Pride 2024 Vendor Application

## THIS SECTION MUST BE COMPLETED BEFORE BEING APPROVED

<b>Company/Organization</b>	
<b>Mailing Address</b>	
<b>Primary Contact Name</b>	
<b>Mobile Number</b>	
<b>Day of Event Contact Name</b>	
<b>Primary Contact Email Address</b>	
<b>Type of Vendor Product/Service</b> <small>(i.e., merchandise, gaming, food informational, please be specific)</small>	

### EARLY DISCOUNTED Fees for Vendors

Registering BEFORE May 31, 2024\*

<b>Non-profit company**</b>	<b>\$45.00</b>
<b>Individual/Entrepreneur</b>	<b>\$60.00</b>
<b>Small Business</b> (1-50 employees)	<b>\$150.00</b>
<b>Mid-Size Business</b> (50-250 employees)	<b>\$275.00</b>
<b>Corporation</b> (250-399)	<b>\$500.00</b>
<b>Corporation</b> (400+)	<b>\$800.00</b>

\*Fees are subject to increase on or before June 1, 2024. We will honor the fee on your *submitted* vendor application.

\*\* Not-for-profit organizations providing information only (not selling or raffling anything) may apply for a free space. Via the proclamation on the Vendor Agreement, not-for-profit organizations supporting Family Lyfe and Southern Jersey Gay Pride 2024. Free slots are limited, so they are on a first-come, first-served basis.

### Table, Chair, and Tent Rentals

Please place a checkmark next to the equipment you would like to rent.

Check Here	Equipment Type	Fee	Amount Needed
	Chair Rental	\$15 per chair	
	Table Rental	\$30 per table*	
	Tent Rental	\$100 per tent**	
	Table and (2) Chair Rental	\$45 per pair***	
	Table, Tent, & Two Chairs Rental	\$175 per set***	

\*Table size is 8' | \*\*Tent size is 10x10

For official use only:

Date received	Payment Method	Confirm sent



## **OUT in the Park Jersey Gay Pride Festival 2024 Vendor Agreement**

- I, \_\_\_\_\_ (print first and last name), a duly authorized representative, have read and understood the information and regulations regarding participation in the Jersey Gay Pride stated by Jersey Gay Pride Committee 2024 and Family Lyfe in this vending package.
- I agree that my company/organization and any individuals representing said company/organization at the Jersey Gay Pride held by Southern NJ LGBTQA Pride Committee 2024 and Family Lyfe on Sunday, September 8, 2024, will abide by said regulations.
- I further agree that I will not hold Jersey Gay Pride Committee 2024 and Family Lyfe or its affiliates responsible for any injuries, damages, or losses sustained to myself or any representative from my organization or to any of my organization's equipment, materials, and supplies during the festival.
- Any equipment and materials supplied shall remain at the place of the event - on the grounds of \*Cooper River Park, Cherry Hill, County of Camden, State of New Jersey- in connection with the above event, which will be our sole responsibility.
- Should my company or organization choose to rent equipment, materials, or supplies from Jersey Gay Pride Committee 2024 and Family Lyfe, I am responsible for their timely return on the day of the event in the same condition they received them.
- I agree to reimburse Southern NJ LGBTQA Pride Committee 2024 and Family Lyfe or any affiliate by paying for the replacement of said equipment, material, and supplies should they get damaged in any way.
- I understand this festival is RAIN OR SHINE.
- I recognize that my vendor reservation does **not** include a table and chair and that there is a non-refundable registration and rental fee. Failure to follow this agreement and the provided terms and conditions may result in canceling a reservation with discretionary refund policies.
- **FOOD & GAMING VENDORS ONLY**—According to the festival's regulations, I will name Jersey Gay Pride Committee 2024, Cox Consultant & Management Firm, and Family Lyfe as additional Payees on an insurance policy that ensures our organization while on festival grounds on Sunday, September 8, 2024. Food vendors **MUST** read the attached Food Vendor Regulations. Initial HERE \_\_\_\_\_.
- **NON-PROFIT & OUTREACH VENDORS ONLY** agree to provide a service or an outlet or support Family Lyfe and the Jersey Gay Pride Committee 2024 in its commitment to bringing the LGBT+ community together. Initial HERE \_\_\_\_\_.
- **WEATHER. THERE IS NOT RAIN DATE FOR THIS EVENT.** If it rains on the day of the festival, we will offer the opportunity for confirmed vendors to proceed with setting up their space. Please note that event amenities may be excluded. For example, we cannot place electrical items if it rains, i.e., live disc jockey or substitute. Should there be inclement weather, such as flooding, strong winds, or moist/wet grounds. Remember that this event is near a lake, so conditions may worsen during a downpour. Family Lyfe, A Nonprofit Organization, and its affiliate will not be responsible for any loss or damage to merchandise and displays.



- I understand that the location is subject to change due to unforeseeable variables beyond the event organizers' control.
- Signature of the above person: \_\_\_\_\_ Date: \_\_\_\_\_
- Title: \_\_\_\_\_



**PLEASE READ THE FOLLOWING  
CAREFULLY AND IN ITS ENTIRETY**

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## **OUT in the Park Jersey Gay Pride Festival 2024 Vendor Information and Regulations**

- **WEATHER.** THERE IS NO RAIN DATE FOR THIS EVENT. If it rains on the day of the festival, we will allow confirmed vendors to proceed with setting up their space. Please note that event amenities will be excluded. For example, we cannot place electrical items, such as a live disc jockey, live performances, or substitute if it rains. Remember that this event is near a lake, so conditions may worsen during a downpour. Family Lyfe, A Nonprofit Organization, Jersey Gay Pride, and its affiliates are not responsible for any loss or damage to merchandise and displays. If you decide not to attend the event, there are **NO REFUNDS or EXCEPTIONS!**
- **REGISTRATION POLICY.** Registration and rental fees are non-refundable and transferrable. Other accommodations may be provided.
- **VENDING EQUIPMENT.** Vendors are responsible for bringing their table, chair(s), and tent. All vendor equipment and products must be secured and prevented from being a hazard to the public. If you need a table and chair(s), a nominal non-refundable fee. Orders must be placed at least 30 days before August 1, 2024.
- **EVENT INSURANCE.** Informational and product vendors **are not** required to purchase event insurance. All food vendors are required to purchase event insurance.
- **FOOD VENDORS.** Food vendors **MUST** read the attached Food Vendor Regulations. Food vendors must meet all health and sanitary codes and comply with all local, state, and federal regulations regarding the handling and serving of food. Family Lyfe, Jersey Gay Pride Committee 2024, and its affiliates relinquish all responsibilities and liabilities concerning food handling to the vendor owner. Please be prepared to supply any requested documents affirming those above.
- **VENDOR SPACE SIZE.** Tents larger than 10x10 must be approved before the festival. Tents 10x10 or smaller are pre-approved. Tents larger than 10x10 will be given an additional fee and may result in being asked to readjust or leave the venue.
- **MERCHANDISE.** The vendor coordinator must approve the sale of merchandise containing the official Jersey Gay Pride, Family Lyfe logo, or any Jersey Gay Pride paraphernalia.
- **SUPPORT.** Vendor volunteers will be available throughout the festival to answer questions or help with emergencies.
- **TRASH REMOVAL.** All trash must be removed from the premises. Please place all garbage in the proper receptacles provided. Vendors who do not remove debris will be charged a \$50 fee. Invoices will be sent by email and USPS.
- **QUESTIONS.** If you have any specific requests or questions, please note them on the application or email our vendor coordinator at [snjgaypride@gmail.com](mailto:snjgaypride@gmail.com); Attention Vending Dept.
- **CONTACT US.** Please add [info@jerseygaypride.org](mailto:info@jerseygaypride.org) and [snjgaypride@gmail.com](mailto:snjgaypride@gmail.com) to your email address book.
- **CONTACT YOU.** Please provide all contact information requested on the vendor application; this information is required to receive essential updates about your vendor registration promptly.



- **DAMAGE/LOSS:** Family Lyfe, A Nonprofit Organization, and its affiliates are not responsible for any loss or damage to merchandise and displays.
- **FIREWORKS:** Fireworks are prohibited at this event.
- **VENDOR CHECK-IN.** Vendors must check in with the vendor coordinator at the festival entrance at the official Jersey Gay Pride booth. The vendor check-in begins at 10:00 a.m., and the festival site opens to the public at noon.
- **LOADING AND UNLOADING.** Vehicles must be completed and cars removed from the festival site by 11:30 a.m. Failure to clear the festival grounds of all non-authorized cars will result in the forfeiture of your placement, and no refund will be permitted.
- **BLOWHORNS AND MUSIC.** There will be music and entertainment all day. Radios, megaphones, and loudspeakers may not be allowed. Participants **MUST** confirm usage with the vendor coordinator.
- **PROPERTY DAMAGE - OPTIONAL** Vendors shall obtain, at the vendor's own expense, property insurance against fire, personal injury, bodily harm, death, dismemberment, theft, vandalism, and destruction by any cause, naming Family Lyfe and Jersey Gay Pride Committee 2024 as additional insured.
- **POST-EVENT CLEAN-UP.** We ask that your site be left as it was when you arrived at the festival. Your site will be inspected. The festival runs until approximately 6:00 p.m. All vendors must vacate upon request.
- **COMPLIANCE AD POLICIES.** Vendors must comply with all local, state, federal, and venue rules and regulations and supply tangible proof.
- Your vendor space is 10x10. If you need more space, please let us know as soon as possible because there is a nominal fee for additional space.
- **UPDATES/MODIFICATIONS.** Updates and modifications regarding the festival will be made by email and social media. Test

## **INSTRUCTIONS FOR FOOD VENDORS ONLY**

Any food vendor using the Camden County Parks Facilities must first apply to the Camden County Parks Department and be an approved Camden County Park vendor. **SECOND**, any food vendor using propane gas must have an inspection of their unit performed at the Camden County Fire Marshall's Office and pay fees before the event.

### **STEP ONE:**

PLEASE REQUEST A COPY OF the Camden County Parks Department permit application and vendor guide. REGISTRATION IS NOT COMPLETE UNTIL REQUIRED PERMIT(S) has been satisfied. Failure to comply with event and city regulations will result in the cancellation of the agreement without refund or exchange. This step applies to all food vendors.

Camden County Parks Department  
 Director of Event Operations  
 Department of Events and Community Outreach  
 1301 Park Boulevard, Cherry Hill, NJ 08002  
 856.216.2151 Office | 856.216.2146 Fax



## **STEP TWO:**

This step may not apply to all food vendors—only propane gas vendors. PLEASE REQUEST A COPY OF THE CHERRY HILL FIRE DEPARTMENT-REQUIRED permit application and guide for vendors. REGISTRATION IS NOT COMPLETE UNTIL THE REQUIRED PERMIT(S) has been satisfied. Failure to follow event and city regulations will result in the cancellation of the agreement without refund or exchange.

Anyone not using propane says they usually use a generator, like an ice cream vendor. They do not need a permit. But if they are cooking with charcoal, they must still have an up-to-date and tag and seal fire extinguisher. All vendors using propane must be inspected, enclosed units in the State of New Jersey must be fire-suppressed, and all grills and fryers must be free of grease. They must purchase a bottle of leak tech from any plumbing supply company, and the bottles must come down here when they are inspected and be on the scene at all times during the event. Their hoses must be crack-free, and propane tanks must be no older than ten.

Also, if you use a tent that is more significant than 10 x 10, the Camden County Parks Department and Camden County Fire Marshalls may require a separate permit.

Each vendor must pay a \$54.00-dollar (confirm amount as fees increase each year) cost, and the permit will only be suitable for that day. Please verify the cost with the Fire Marshal's office; the price may have increased or decreased.

Camden County Fire Marshall's Office  
2311 Egg Harbor Road  
Building 18 – Public Safety  
Lindenwold, NJ 08021  
856.783.4808 ext. 5451 856.783.4808 ext. 5450

