



Downtown Business Council of Chambersburg
159 South Main Street Chambersburg, PA 17201
Call or text (717) 261-0072
ChambersburgEvents@outlook.com
Old Market Day July 15, 2023 9:00 am – 4:00 pm



Scan. Pay. Go.

VINTAGE/ANTIQUE VENDOR CONTRACT

Entry fees vary based on postmark date and booth size:

New this year 10x10 spaces! Please see details below. Call or text with questions.

10-dollar discount on booth fees when paid by check or money order.

10x20 space	\$110	by March 31
10x10 space	\$75	by March 31
10x20 space	\$120	by April 1 to June 30
10x10 space	\$90	by April 1-June 30
All spaces	\$150	July 1-8

Please note: A check, money order or electronic payment to the **Downtown Business Council** MUST accompany this signed contract. *\$30.00 service charge for all returned checks.*

ATTENTION: Applications will not be reviewed until payment received.

EVENT GUIDELINES Read thoroughly!

We will be following State Mandates as they apply at the time of the festival.

1. Items being sold must be quality vintage/antiques or art. No yard sale items will be allowed.
2. Your booth will be inspected for compliance by event staff & other participating vendors; violators may be ejected on the spot.
3. Booth spaces are two sizes:
 - **10x10:** Approximately 10 feet long by 10 feet deep. Display, inventory, and other belongings may not exceed your rented booth space. **75 dollars or 65 dollars if paid by check or money order.**
 - **10x20:** Approximately 20 feet long by 10 foot deep. Display, inventory, and other belongings may not exceed your rented booth space. **110 dollars or 100 if paid by check or money order.**
4. Do not store or display merchandise on sidewalks, streets or in doorways.
5. Each vendor **must** have a current and valid Pennsylvania sales tax license and is responsible for **collecting and remitting PA sales tax.**
6. Please visit <https://www.pa100.state.pa.us/> for information regarding sales tax.
7. The event will be held rain or shine; space fees are non-refundable. If for any reason you are unable to attend after being accepted, contact the office immediately.
8. *A "no call/no show" for this event will jeopardize future participation.*
9. Acceptance into this event is not guaranteed from year to year, neither is space assignment.
10. Vendors are responsible for ALL trash removal. No exemptions.
11. All vendors must be cleaned up no later than 5:30pm.



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APPLICATION REQUIREMENTS:

1. *To avoid delays, please provide all information requested.* Incomplete contracts will jeopardize your placement in the festival and not be processed.
2. **New vendors:** email up to six (6) current color digital photos of your finished product, including at least one of your displays and one clear digital photo to be used for social media. We will not return mailed photos.
3. Include a list of the products you will be selling.

NEED HELP? Call or text: 717-261-0072 or email ChambersburgEvents@outlook.com
VINTAGE/ANTIQUE VENDOR CONTRACT: Please print clearly

Business Name: _____
Contact Person: first _____ last _____
Email: _____
Street and city: _____ state _____ zip _____
Phone: _____ **PA Sales Tax License #** _____
Instagram: _____ **Facebook:** _____
Website: _____

- **Are you a returning Vendor?** YES NO
- **Do you need electricity?** YES NO
- **Size of canopy/tent?** _____
- ***Will you demonstrate your art or craft?** YES NO
- **Year you were last here** _____
- **Space Request:** _____

DESCRIPTION OF PRODUCTS SOLD: Briefly explain the style of vintage antique items that you will sell.
Absolutely NO Yard sale type items will be allowed. Items must be truly vintage.

I hereby consent to the rules and regulations stated in the contract. By signing this contract, I understand and agree to follow all rules set forth. I understand that if any items do not fit in the description of vintage/antique or art related items as I have described as part of my inventory or outlined as unacceptable, I will be asked to leave the event and I will be removed from the mailing list for future events. I do hereby agree to indemnify and hold harmless the Downtown Business Council of Chambersburg, Inc., the Borough of Chambersburg, the Greater Chambersburg Chamber of Commerce and their respective officers, agents, members, and employees of any sponsoring organization and underwriters, individually, or collectively, from all fines, penalties, liabilities, losses, claims, damages, and expenses including health care, court costs and attorney's fees incurred or suffered as a result or relating to my participation in the event known as **Old Market Day on SATURDAY, July 15, 2023.**

Signature _____ **Date** _____



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Did you remember to...

- ☐ **Pictures:**
 - If you do not have social media, please email pictures to ChambersburgEvents@outlook.com we need pictures to promote you on social media and to consider your application.
 - If you have social media, we will need your links to promote your business.
 - If you need to mail pictures they will not be returned.
- ☐ **Did you completely fill out and sign the contract?**
 - Keep a copy for yourself
 - Email the office when you have mailed your application. This will make us aware to look for it and follow up in case there are any postal concerns.
 - If it is close to any deadline or payment increases, you will need to email and pay electronically to avoid payment changes.
- ☐ **Include a check, money order or processed PayPal payment to:**
 - **Check or Money order made out to: Downtown Business Council**
 - \$30.00 service charge for all returned checks.
 - **Paypal: ChambersburgEvents@outlook.com**
 - **Important:** Please email when you have paid so we can attach your payment to the application.
 - **If we have not received payment the application will not be reviewed until payment is received.**

To get your applications to the office:

- ☐ **Email applications to:**
 - ChambersburgEvents@outlook.com
 - Send payment electronically
- ☐ **MAIL TO:**
 - Downtown Business Council, 159 South Main Street, Chambersburg, PA 17201