



## 2023 Autumn Alive! Fall Festival Business Application and Information

*(for registered storefront businesses)*

October 21, 2023 10AM – 4PM

Raindate: October 28 Application Deadline: 10/12/23

Autumn Alive is an annual autumn festival presented by Quakertown Alive! held in downtown Quakertown, Bucks County, Pennsylvania. It is a fall harvest festival featuring a pet parade, wine/ beer tasting area, vendors, and children’s activities. Crafters and vendors are encouraged to theme their products for autumn or pets.

**PLEASE KEEP THIS PAGE FOR YOUR RECORDS!**

**Event Details**

Display spaces are either 12’ x 12’ or 12’ x 24’ as defined above. Spaces are in the street - **not on the sidewalk**. The accepted applicant must provide his/her own booth, table, or display. Only one vendor is allowed per space. Accepted applicants will receive specific information regarding designated booth location, designated free parking, and setup information shortly before the event. Be prepared for an outdoor event, including wind gusts and fluctuating weather. Any group or vendor requiring electric must pay appropriate fee (\$15) and supply any needed cords. **You MUST bring weights to hold down your tent in case of windy weather.** For the comfort of all our visitors, everyone representing your organization will be required to stay within the reserved space. Aggressive soliciting is not permitted.

**Vendor Fees – IMPORTANT: Tiered Costs**

BUSINESS LOCATION	RETAIL	PERSONAL & PROFESSIONAL SERVICES
Broad Street Business District (Hellertown Ave to 14 <sup>th</sup> St)	No Cost	\$75.00
Within Quakertown Borough Limits	\$80.00	\$80.00
Quakertown Business Address	\$125.00	\$125.00
Non-Quakertown Business Address	\$150.00	\$150.00
Regional/ National Franchises	\$225.00	\$225.00

*All applications are subject to review by our Events Committee before approval. Fees listed are for a single 12’ x 12’ space. Personal and Professional Services include, but are not limited to: salons, dental, doctor, & lawyer offices, financial advisors, and realtors.*

**Refund Policy/Rain Plans**

The rain date is Saturday, October 28 from 10 am to 4 pm. If the vendor decides to cancel and does not attend the rain date, even if due to bad weather, the vendor will not receive a refund. In the event both dates need to be cancelled by Quakertown Alive! due to weather, we will refund half the vendor fees upon request by letter and a self addressed stamped envelope within 30 days. Any monies not requested to be refunded will be considered a donation to the programs of Quakertown Alive!, a 501 (c)(3) non-profit organization.

The Autumn Alive! fall festival is brought to you by Quakertown Alive!, a 501(c)(3) non-profit Main Street® organization dedicated to helping revitalize downtown Quakertown.

Phone: 215 -536-2273 e-mail: [gaye@quakertownalive.com](mailto:gaye@quakertownalive.com)



**AUTUMN ALIVE! 2023  
BUSINESS VENDOR FORM**  
Event: October 21, 2023  
Raindate: October 28, 2023  
Application Deadline: October 12, 2023

**BUSINESS VENDOR APPLICATION**

**Business name**

**Contact person**

**Title/Position**

**Product:**

**Check here if you are a selling a product specifically for pets.**

**Address**

**Phone**

**Email Address-(we will communicate with you by email: please print very clearly):**

**Fee for 12' x12' space \_\_\_\_\_ 12' x 24' space \_\_\_\_\_ (see first page for fee structure)  
Applying the incorrect vendor fee will delay acceptance to the event.**

**Check if you wish to have us provide 120 volt electric; submit an additional \$15 fee. Please provide your own extension cords.**

**TOTAL ENCLOSED:**

Make checks payable to Quakertown Alive

***Liabilities:** We agree to assume all liability for and agree to indemnify and hold harmless all organizations and persons sponsoring, managing or in any other way participating in the Autumn Alive Festival, including, but not limited to Quakertown Alive! and its personnel from any loss, claim, penalty, or lawsuit in any way arising from my/our operation or involvement in the Autumn Alive! festival. by signing below, you agree to the Vendor Terms & Conditions attached to this application.*

Name(printed): \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Please return the second page of this application and payment to:**

Quakertown Alive!  
314 West Broad Street, Suite 202  
Quakertown, PA 18951

E-Mail: [gay@quakertownalive.com](mailto:gay@quakertownalive.com) Phone: 215-536-2273



## VENDOR TERMS AND CONDITIONS

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All vendors applying to participate in an event presented by Quakertown Alive! must agree to the following terms and conditions.

1. Quakertown Alive! reserves the right to accept or deny any vendor application.
2. The event committee will assign space location to the vendors. The committee will take special requests into consideration, but there is NO guarantee. Space assignments are final.
3. All vendors are required to remain open during the entire length of the event.
  - Autumn Alive! – 10AM – 4PM
4. Vendors must adhere to the set-up times. NO early birds.
  - Autumn Alive! set up begins 7:30AM. Vendors must be ready by 9:30AM
  - Food Court vendors **MUST** be checked in in the triangle parking lot by 8AM
5. It is the sole responsibility of each accepted vendor to obtain all required and appropriate state & local licenses/ permits needed. Food vendors must have licenses on display at their booth. Each vendor also bears the sole responsibility for payment of all taxes pertaining to their operation.
6. All food vendors are required to have \$1,000,000 liability insurance and supply Quakertown Alive! with a certificate naming Quakertown Alive! and the Borough of Quakertown as additional insured by October 1, 2023.
7. Vendors can request an electric hookup. There is an additional \$15 cost for the electric hookup. Vendors **MUST** bring their own electrical cords.
  - There is a limited amount of electric hookups available. Requests are granted on a first come, first served basis.
8. All structures and sundries (tents, tables, chairs, trash cans, etc...) are to be supplied by the vendor and are the responsibility of the vendor. The set-up **MUST** be secured to withstand changing weather conditions. QA! will have a designated Safety Officer walking the event to check tent weights.
9. Vendors agree to assume all liability for and agree to indemnify and hold harmless all organizations and persons sponsoring, managing or in any other way participating in the Autumn Alive! Festival, including, but not limited to Quakertown Alive! and its personnel from any loss, claim, penalty, or lawsuit in any way arising from operation or involvement in the Autumn Alive! festival.
10. Quakertown Alive! events are family friendly. We reserve the right to decide if a questionable item/ service is allowable at our organization's event. All decisions are final.
11. Quakertown Alive! has permission to share images from the vendors' website and social media. Vendors may also have their and their goods' pictures taken at the event for use on the Quakertown Alive! website and social media.
12. Vendors must agree to abide by the above terms and conditions as well as supplied additional event guidelines. Vendors who do not follow rules set by Quakertown Alive! risk expulsion from the event and being banned at future events.



## VENDOR TERMS AND CONDITIONS

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### APPLICATION AGREEMENT

By signing below, I acknowledge that I have read, understand, and agree to abide by all the general information, procedures, conditions, fees, and instructions set forth in this application.

- I understand that I may be asked to leave the event and my fees not refunded if I do not follow the terms and conditions.
- I understand that failure to adhere to these terms and conditions may result in exclusion from future events
- I agree to indemnify and hold harmless all organizations and persons, sponsoring and managing or in any way participating in the Autumn Alive! Fall Festival, including, but not limited to Quakertown Alive!, the Borough of Quakertown, and personnel from any loss, claim, penalty, or any lawsuit arising from operation or involvement in the Autumn Alive! Fall Arts Festival.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please Print Name: \_\_\_\_\_

Quakertown Alive! accepts checks, money orders, cash as payment. Checks and money orders should be made payable to Quakertown Alive!.

Quakertown Alive! accepts credit card payment in person or through a phone call. If you intend to pay with your credit/ debit card, understand that your application will not be processed until the transaction is complete.

Method of Payment:

\_\_\_\_ Check/ Money Order

\_\_\_\_ Cash

\_\_\_\_ Credit/ Debit Card

Phone Number: \_\_\_\_\_

Please send the completed application with payment to:

**Quakertown Alive!**  
**314 W Broad St. #202**  
**Quakertown, PA 18951**

Questions: Call 215-536-2273 or E-Mail: [gave@quakertownalive.com](mailto:gave@quakertownalive.com)