



## 2023 Autumn Alive! Fall Festival Food Vendor Application and Information

October 21, 2023 10AM – 4PM

Rain date: October 28, 2023

**APPLICATIONS MUST BE IN THE QA! OFFICE BY CLOSE OF  
BUSINESS – OCTOBER 12, 2023**

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, vendors, and children's activities. Crafters and vendors are encouraged to theme their products for autumn or pets.

7:00AM - set up begins

**Food Vendors & Trucks should be unloaded in space by 8:30AM with personal vehicles out of the Food Court area. Latecomers risk losing space in the Food Court. There will be no refunds for lateness.**

10:00AM – Festival opens

4:00 pm – Festival ends (vendors are expected to remain for the full day)

5:00 pm – Streets reopened to traffic.

Display spaces are 12' x 12', 12 x 18' and 12' x 24'. Please measure your set-up/ trailer before sending in your application. 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. ***We highly recommend you 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.

### Refund Policy/Rain Plans

The rain date is Saturday, October 28, 2023 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.

Please return second page of this application and payment to:

Quakertown Alive!  
314 West Broad Street, Ste. 202  
Quakertown, PA 18951

### Keep this page for your records!

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

Tel: 215 -536-2273 Fax: 215-538-5585 e-mail: [gaye@quakertownalive.com](mailto:gaye@quakertownalive.com)

# Autumn Alive! 2023 FOOD VENDOR APPLICATION

CONTACT INFORMATION	
Name	
Business name (if different)	
Address:	
Website & Social Media information	Phone:
E-mail ( <i>we will communicate with you by email—please print carefully</i> )	

DISPLAY SPACE
Please read carefully circle booth space you wish to reserve. Review size and dates.
<b>12' X 12'</b> EARLY BIRD (before 9/29/23) \$110 10/2/23 through 10/19/23 \$135 LAST MINUTE <i>if available</i> (10/20/23) \$235
<b>Up to 12' x 18'</b> EARLY BIRD (before 9/29/23) \$160 10/2/23 through 10/19/23 \$200 LAST MINUTE <i>if available</i> (10/20/23) \$250
<b>Up to 12' X 24'</b> EARLY BIRD (before 9/29/23) \$210 10/2/23 through 10/19/23 \$250 LAST MINUTE <i>if available</i> (until 10/20/23) \$275
<input type="checkbox"/> Please check if you require 120 volt electric service at your space. Extra \$15 fee.

**FOOD: Please list all food and drink items you will be selling.**  
***QA! makes every attempt to not have multiple vendors of the same items in the Food Court.***

1.	5.
2.	6.
3.	7.
4.	8.

Payment method:  check       cash       money order       credit card

**TOTAL ENCLOSED:** \_\_\_\_\_

*Payment is due before application can be processed and confirmed.*

**Return this form and payment to:**  
**Quakertown Alive!**  
**314 W Broad Street, Ste. 202**  
**Quakertown, PA 18951**

Questions? (215) 536-2273 or Email: [gaye@quakertownalive.com](mailto:gaye@quakertownalive.com)



## 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 in 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)