



Join us for an outdoor, family-friendly, community-based event benefiting
West Nottingham Township Emergency Relief Fund.

This event brings residents and neighbors together with businesses and non-profits of southern Chester County and surrounding areas for a festive run, great food, local products, games, storytelling, and more!

SPONSORSHIPS ARE AVAILABLE!

Sponsors have opportunity for prime location, 'featured organization' billing, and other special benefits!

Email westnottinghamtwp@zoominternet.net for details on sponsor levels and how to become a sponsor.

To Apply for Vendor Space: Please read this entire information sheet, then complete the application and *return with payment (if applicable)* by Wednesday, August 31st, 2016 to: Nottingham County Park, 150 Park Road, Nottingham, PA 19362. We encourage that you include photo(s) of vending space.

Silent Auction: Accepted vendors must donate a silent auction item with retail value minimum of \$25.00 or make a cash donation in lieu of a retail gift. Auction items may be dropped off on event day at location to be designated. For cash donations contact westnottinghamtwp@zoominternet.net.

Space & Set Up: Each space is approximately 10' x 10' on grass, macadam, or gravel in the main event area. Booths must be operational and staffed by 9:30 AM and continuously operated until event closing at 2:00 p.m. Each vendor may drive to their space(s) during set-up time on the morning of the event and must move vehicle(s) to designated parking area by 9:30 a.m.

Vending Fee: SALES SPACE – Each 10'x10' vending space at which sales will be transacted incurs a fee of **\$10.00 per space**. "Sales" include any transactions for purchase of any merchandise, products, or services. **INFO SPACE** – Each space obtained for purpose of display, demonstration, or informational use only, with **NO SALES** to be transacted, incurs **NO FEE**.

IMPORTANT! Vendors must bring ALL of their own booth materials, including tables, table covers, chairs, canopies and protection from the weather. Booth spaces DO NOT include access to electricity. If electricity is needed you must bring your own generator. Please describe all aspects of booth set-up in your application. We conservatively estimate 300 to 400 fair visitors.

Notification: Accepted vendors will be notified to confirm participation. Vendors determined by the county/township to be unsuited to event goals or in duplication of accepted vendors also will be notified and payment returned. Applicants will be notified no later than Sept 12th, 2016.

Nottingham County Park is located 6 miles south of Oxford, PA and is a 1.5 mile drive from the intersection of Route 272 and the U.S. Route 1 Bypass. For Fair info contact the park at (610) 932-2589 or email mquinn@chesco.org. For more information about Chester County Parks and county park events throughout the year please visit www.chesco.org/ccparks.

Vendor Application, page 1 of 2

Nottingham Country Fair & Color Run

Run: 8 am – 10 am

Saturday, October 1st, 2016 at Nottingham County Park

Fair: 10 am – 2 pm

Deadline for ALL Applicants: Wednesday August 31st, 2016

FEE: \$10 per SALES space. NO FEE IF NO SALES WILL BE TRANSACTED

Concession Name: _____ Contact Name: _____

Address: _____ Zip Code: _____

Email: _____ Website: _____

Phone: _____ Phone Day of Event: _____

Do you prefer to be on grass, macadam, or gravel? _____ I have no preference

Space is requested for the following use (check ALL applicable boxes):

- Description** > For-Profit Entity Non-Profit 501(c)3 Government Department or Agency
 Handmade Craft Farm/Food Product Other Merchandise/Service
 Informational/Educational Demo/Display
- Located In** > West Nottingham Chester County Outside Chester County Outside PA
- Space Needed** > SALES SPACE – selling product(s)/service(s) (\$10 PER SPACE)
 INFO SPACE ONLY – NO SELLING (NO FEE FOR SPACE)

1. Please provide a brief statement of your purpose as a vendor at Nottingham Country Fair:

2. Please provide a detailed description of the physical set-up of your space (i.e. dimensions of canopies, tables, tents, signs, displays, etc.). Add additional sheet(s) as needed. Photograph(s) of set-up are helpful.

3. Will you be bringing your own electrical source? Yes No Please make any special requests in the space below:

Vendor Application, page 2 of 2

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4. Silent Auction Donation

Silent Auction Item: _____ Your Retail Value (\$25.00 minimum): \$ _____

In lieu of an auction item I will contact westnottinghamtp@zoominternet.net and make a cash donation of \$ _____

5. Products/Services for Sale

Applicants who will be selling must provide a detailed listing of products/services to be sold, including prices:

ITEM	PRICE
1	\$
2	\$
3	\$
4	\$
5	\$
6	\$

6. Space Request Summary

If requesting Sales Space(s) a \$10 PER SPACE fee applies. There is NO FEE for information-only/NO SALES space(s).

Concession Name: _____

of 10'x10' spaces requested for SALES SPACE _____ x \$10.00 per space = \$ _____

of 10'x10' spaces requested for an INFORMATION ONLY/NO SALES SPACE: _____ [NO FEE]

Make check or money order payable to *Treasurer of Chester County.*

Sign below and return completed application with photograph(s) and/or payment (as applicable) to Nottingham County Park, 150 Park Road, Nottingham, PA 19362. Deadline for receipt of applications is Wednesday, August 31st, 2016. Please direct any questions to mquinn@chesco.org or call the park at 610-932-2589.

I have read and understand the information sheet for this event. I understand that the decisions made by fair organizers are final. If accepted as a vendor I agree to abide by all requirements contained in the information sheet for Nottingham Country Fair on October 1st, 2016 at Nottingham County Park.

Print Name

Signature

Date