

2017 Kielbasa Festival Vendor Application

Rules and Requirements

General Information: The Kielbasa Festival will take place on Friday, August 11 and Saturday, August 12, 2017. Festival hours are 12:00 am until 11:00 pm on Friday and 9:00 am until 11:00 pm Saturday. A Kielbasa Contest will be held at 1:00 pm, Saturday, at American Legion Post 463, 33 Center Ave., Plymouth, PA. This is an outdoor festival and will be held rain or shine.

Vendor Eligibility: All vendors must have, in the amount of \$1,000,000.00, a certificate of insurance naming Plymouth Alive as additionally insured. If you have questions on insurance, contact your insurance agent. Food vendors also must have a Pennsylvania Health Department Certificate, Tax ID# and all necessary licenses; ie; small games of chance, etc.

1. Preference will be given to Kielbasa vendors and returning vendors on a first come, first serve basis.
2. Fee and application deadline is 7/31/17. No exceptions. Vendors who do not meet requirements will have their fee returned.
3. Check or money order please. No Cash!

Application Procedure:

- 1. A completed application must include Fee, Vendor Form (front & back-pages 1 & 2) and a copy of insurance.**
- 2. Preference will be given to Kielbasa vendors and returning vendors.**

General Rules:

1. All vendors must supply their own 10x10, 10x12 or 10x20 tent.
2. All food vendors must have a fire extinguisher at their booth. It must be inspected and tagged within the last year.
3. All display and selling areas must be placed under your 10x10, 10x12 or 10x20 area. If your booth does not fit in a 10x10, 10x12 or 10x20 space, you must supply details of your size and needs for consideration as a participant. Additional fees will be applied to all oversized spaces.
4. Sidewalks MUST be kept open for pedestrian traffic, strollers and the physically challenged. You will be asked to correct your set up if it does not meet these requirements.
5. This is a family event. No flammable or harmful items may be displayed or sold. Discretion is on the side of the Festival personnel and security.
6. No booth sharing is allowed.
7. Each vendor is responsible for securing their booth. The festival, its' staff, the Borough of Plymouth, Plymouth Alive and Plymouth Council are not responsible for any theft, loss, injury, or damage to any vendor or caused by any vendor. (This includes any agent of the festival)
8. Hot surfaces from cooking and heating appliances, such as grills, hot plates and coffee makers, must be blocked so that the public is protected from physical contact with these appliances.
9. Deep fryers must have splash covers.
10. No frayed wires or overloaded extensions cords are permitted.
11. Each vendor is responsible for removing trash and cleaning their area throughout both days of the event. Trash is to be placed curbside as needed.
12. Vendors must notify the Kielbasa Festival of any cancellations immediately. No refunds will be granted after August 8, 2017. No exceptions!

Additions:

No water will be provided.

If electricity is needed, a generator must be provided by vendor.

Each vendor who generates trash, must have trash receptacle (s) within their set up and accessible to the public.

Alcohol and illegal drugs are prohibited. Pets are not permitted within food vendors set up. Plymouth Alive staff, the Borough or any agent of the festival are not responsible for any injury to or caused by animals at the festival.

No set up or dismantling will be allowed once the festival has started on Friday or before the festival ends on Saturday evening.