BOOTH SPACE FOR 2019 IS SOLD OUT!
BERNARDS TOWNSHIP CHARTER DAY 2020
VENDOR INTEREST FORM

If you are interested in receiving a vendor application for Charter Day May 16, 2020 complete and return the bottom portion of this form.

Vendor Categories
- Non-Profit - Non-Profit Organizations (not BOE sponsored)
- Business/Trade - Applies to all businesses, retailers, professional artists and other for-profit agencies
- Crafter - Bernards Township Residents Only; Subject to Approval of Parks & Recreation
- Bernards Township Board of Education Sponsored Organization
- Food – Applies to all vendors selling food; Booth sizes and operating hours will vary

2019 Vendor Booth Fees
- $25 for one 10ft x 10ft booth space for non-profit and BT BOE sponsored organizations
- $75 for one 10ft x 10ft booth space for crafters
- $100 for one 10ft x 10ft booth space for business/trade vendors
- $200 - $400 per food vendor booth space, fee dependent on booth size and hours of operation

Bernards Township Resident based businesses and organizations receive priority registration.
A Certificate of Insurance naming Bernards Township as additional insured & signed Hold Harmless document will be required of all vendors. Detailed information will be included with you vendor application.

A sample of our Charter Day vendor Rules & Regulations:
- Each booth space is 10ft. by 10ft. (except Food Vendors). Food vendor booth space varies: 20’ by 35’ or 20’ by 20’. Street fair vendors are limited to one booth space. There are no oversized/corner spaces.
- Tents, tables and chairs will not be provided. Tents may be no larger than your purchased booth space and tables must fit within your assigned booth space. Tables must be covered with a tablecloth or otherwise suitable professional display. No boxes, trash or debris may be visible during the event.
- Menu prices and/or pricing for participation in my game/activity must be clearly displayed.
- Non-Food Vendors are limited to pre-packaged food items only and/or 1 prepared food item.
- Fire Permits and Food Handlers Permits will be required if necessary.
- Solicitation is limited to my purchased booth space only. Traveling solicitation is not permitted throughout the street fair.
- Electricity will not be provided. Quiet generators are permitted.
- Any items deemed unsafe, inappropriate or disruptive are not permitted to be sold, including, but not limited to: silly string, snaps/poppers, sparklers/fireworks, stink bombs, water pistols, toy weapons and fake cigarettes.
- There are no refunds once paid, even if the event is cancelled due to inclement weather.

Information subject to change. Contact Bernards Township Parks & Recreation with questions – 908-204-3003.

2020 CHARTER DAY VENDOR INTEREST FORM
*Do not complete this form if you were a 2019 vendor, unless your contact information has changed!* DO NOT SEND PAYMENT.

Business/Organization Name: ______________________________________________________________

Business/Organization Description: _________________________________________________________

Vendor Category (check one):   ___ Non-Profit  ___ Business/Trade    ___ Food
                                 ___ BT BOE Sponsored       ___ Crafter (Residents only)

Contact Person: _________________________________________________________________________

Mailing Address: ________________________________________________________________________

City: __________________________________ State: ___________ Zip: __________

Phone #: _______________________________ Alternate Phone #: _______________________________

Email: _________________________________________________________________________________

Mail to: Charter Day, Bernards Township Parks & Recreation, 1 Collyer Lane, Basking Ridge, NJ 07920
-Or- Email to recreation@bernards.org