



Fall Fest Booth Application

Saturday, October 2, 2021

1:30 - 5:30 pm

George Park



Overview:

Lower Paxton Township Parks and Recreation is offering booth space for businesses and non-profit organizations to host a game/table at a family, fun event. Interested groups and businesses must complete an event application and provide all necessary items needed to operate their game.

Application Due Date:
September 10, 2021

Late fee applies to all applications received after the initial application due date.
Late fee is applied on a per event/booth basis.

Fall Fest Booth Information:

***Required**

Organization/Business Name:

Primary Contact Name:

Email:

Phone Number:

Cell Phone:

Address:

City, State, Zip:

Website:

Day Of Event Contact:

Day of Event Contact Phone Number:

Non-Profit ID Number:

*Non-Profit 501c3 Certification Must Be Submitted with App.

Booth Selection:

Booth Type	Qty.	Fee	Late Fee	Amount Due
Non Profit (10' x 10' booth space)		Free	\$15	
Business (10' x 10' booth space)		\$25	\$15	

All Family Fun Event Games must be provided free to the public.

Booth Space: Additional booth space must be purchased (\$25 per booth).

Late Fee: Late fee applies to all applications received after the initial application due date.

Booth(s) Information:

*The title is the name and the type of game being offered. (Example Title: Witches Cauldrons' Type: Ball Toss Prize/Giveaway: Candy)

Title	Type	Prize/ Giveaway

Additional Notes:



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Application Review & Signature:

I, (print your name) _____ as the authorized agent for the above named organization, agree to hold Lower Paxton Township harmless for theft of, damage to, loss or destruction of merchandise, materials, equipment or personal property which I may have on the grounds of the event site. I understand that Lower Paxton Township will not be held responsible for sales, weather or other unforeseen revenue losses and does not guarantee revenues or numbers of festival patrons. I also understand Lower Paxton Township does not guarantee vendor exclusivity and may have multiple vendors who provide a similar product/service. I also certify that the above named organization is in compliance with all state health regulations, and if applicable, operations are appropriately permitted by Dauphin County and/or Lower Paxton Township. All applications are subject to acceptance by Lower Paxton Township. All vendor acceptance decisions are final.

I understand that my signature holds me responsible for the information included in the Fall Fest Booth Application.

I hereby state that I have read, understand, and agree to comply with all event regulations. I understand that failure to abide by these rules could result in probation and/or exclusion from all future Lower Paxton Township events.

Signature: _____ Date: _____

Payment Information:

Checks, money orders, or cashier checks must be made out to **Lower Paxton Township** and must be received with a completed and signed vendor application. Personal checks must include a phone number on the check and a valid driver's license number with an expiration date on the upper right-hand corner of the check. There is a \$25 charge for all returned checks. **Refunds will not be granted after the initial listed application deadline date.** All vending spaces issued are on a first-come, first-served basis. Lower Paxton Township reserves the right to select all participants. Applications are due to the Parks & Recreation Department by September 10, 2021. Applications are accepted by mail or in-person.

Mail Payment & Application To:

Lower Paxton Township Parks & Recreation Department
425 Prince Street, Suite 170
Harrisburg, PA 17109

Hand Deliver Payment & Application To:

Lower Paxton Township Parks & Recreation Department
425 Prince Street, Suite 170
Harrisburg, PA 17109
Monday - Friday, 8 am to 5 pm

For more information, questions, or if you are interested in sponsoring the Fall Festival.

Please contact Rachelle Scott at rscott@lowerpaxton-pa.gov

OFFICE USE ONLY:

Date Received:	Employees Initials:	Payment Amount:
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Notes: