



June 4th 11 a.m. - 5 p.m.

Downtown West Orange Alliance

66 Main Street
West Orange, NJ 07052

Downtown@westorange.org

973.325.4109

ShareeHarrison0513@gmail.com

862.240.3382

Crafters, Artists or Retail Vendors
Booth Size 10x12

Form must be received by 5/15
for these rates

Thomas Edison Museum located at 211 Main Street

West Orange Resident Business Selling Products or Crafter	\$75
West Orange Business Providing Business Information Only No selling of products (*See Rule 23)	\$100
NON West Orange Resident Crafters Merchandise or Retailers	\$125
NON West Orange Business Providing Information Only No selling of products (*See Rule 23)	\$175
Home, Energy, Window Improvement Companies & any Other	\$550
Not sure what category you are — CALL or email US	?

INSTRUCTIONS: Please PRINT all information.

- 1) Send completed application to Megan or Sharee at contacts listed above;
- 2) Pay fees on line or mail in a check
- 3) Space is limited and we are selective regarding the amount of similar vendors we will take.

Email us with Questions

Name: _____ Company: _____

Address: _____ City, State, Zip: _____

Specific Type(s) of Merchandise or Service: _____

Booth Fee \$ _____ Phone Number: _____ Email: _____

I have read and agree to the West Orange Exhibitor's Rules and Regulations

*Signature: X _____

WEST ORANGE EXHIBITOR RULES and REGULATIONS

1. DOWNTOWN WO ALLIANCE and the TOWNSHIP OF WO, are individually and collectively referred to herein as "WO STREET FAIR." These Rules and Regulations constitute an essential part of this Contract for exhibit space between Exhibitor (as listed on reverse side) and WO STREET FAIR. WO STREET FAIR reserves the sole right to render all decisions and interpretations and to establish further regulations as may be deemed necessary for the overall success and well-being of each Street Fair ('Event').
2. The Exhibitor agrees not to hold WO STREET FAIR, the Promoters, the Sponsors, the Organizers, the Chamber of Commerce, the Town, their respective employees, contractors, volunteers, and/or agents (collectively referred to as the 'EVENT MANAGEMENT'), liable in respect to (i) their collective decision either to cancel or to proceed with the scheduled Event when actual rain, the threat-of-rain, unsafe conditions, or threat of unsafe conditions enters into said decision; (ii) any cause listed in Article 14 below, and (iii) any claim, loss or lawsuit, in which Exhibitor may become involved.
3. The Exhibitor agrees to set-up at least one hour prior to the Event's opening, and to remain set-up for the entire Event until its closing; to leave with all unsold merchandise, boxes, debris, etc; and to keep exhibit area clean and safe at all times. Exhibitors must dispose of their trash in the areas designated for disposal.
4. All exhibits utilizing tables shall have tablecloths extending to the ground. No boxes, extra merchandise or debris should be visible. If a tent is used, it must be weighted down.
5. Distribution of advertising material and Exhibitor solicitation of all kinds shall be restricted to Exhibitor's booth.
6. Exhibitors wishing to insure goods must do so at their own expense. The EVENT MANAGEMENT assumes no responsibility for, nor guarantee of the safety of, the properties of Exhibitor, its agents and their employees, against theft, damage from fire, accident, or any other cause whatsoever; and Exhibitor expressly agrees to save and hold harmless the EVENT MANAGEMENT from any or all liability resulting from injuries or damages to Exhibitors, to their agents, employees, and specifically to attendees, while within Exhibitor's space. Event Management liability is limited to the refund of the fees paid and under no circumstances will Event Management be subject to consequential damages.
7. Exhibitor shall be bound by all pertinent laws, codes and regulations of municipal and other authorities having jurisdiction over said Event, and shall fulfill all municipal, state, and federal requirements including filings in connection with all business activities and all sales.
8. It is agreed that if Exhibitor fails to comply in any respect with the terms of this Contract, WO STREET FAIR shall have the right without notice to Exhibitor to occupy, sell or offer for sale the exhibit space covered by this Contract without any rebate or allowance whatsoever to Exhibitor. Said Exhibitor shall be liable for any deficiency, loss or damage suffered at the Event by reasons herein stated, and without in any way releasing said Exhibitor from any liability whatsoever.
9. No Exhibitor shall arrange his exhibit so as to obscure or interfere with nearby Exhibitors, in the sole opinion of WO STREET FAIR. This includes, but are not limited to, Exhibitor's display, sound system, generators, smoke, noise, audio-visual demonstrations, etc.
10. No electricity is to be supplied to Exhibitor. Only Exhibitor's quiet generators with ratings of 59 decibels or less are permitted. Exhibitors utilizing generators must bring an operable fire extinguisher.
11. Exhibitor's exhibit or product may not extend beyond the limits of Exhibitor's booth or into any side space, or the sidewalk or street. Booth measurements are approximate.
12. The EVENT MANAGEMENT reserves the right to decline, prohibit or remove any exhibit which is deemed out of keeping with the character of the Event; this reservation being all inclusive as to persons, things, products, printed material, conduct, smoke, noise, etc.
13. Exhibitor may display and sell ONLY what he/she has listed on the reverse side of this Contract.
14. The EVENT MANAGEMENT will not be liable for the fulfillment of this Contract respecting the delivery of said exhibit space if such non-delivery is due to any of the following causes: public enemy, war or insurrections, local or regional civil disturbances, strikes, fire, the authority of the law, by reason of an act of God, inclement weather; or for any cause beyond the EVENT MANAGEMENT's control. The Event may not be held if, in the sole opinion of the EVENT MANAGEMENT, there exists a threat of unsafe conditions or if conditions are deemed to be unsafe.
15. There will be a 50% charge for Contracts cancelled more than 20 days prior to the Event. No refunds on Contracts cancelled within 15 days prior to the Event. Cancellations are to be made only in writing. All refunds are at the sole discretion of WO STREET FAIR.
16. The EVENT MANAGEMENT shall have full power in the endorsement and interpretation of all the rules and regulations contained herein, and the power to make amendments and further rules and regulations as it considers necessary for the proper conduct and success of the Event.
17. Exhibitor may not assign its Contract for exhibit space nor permit any other person or firm to use or share part of such space.
18. Non-profit organizations may not sell items of any kind. They may only promote their organization and/or accept donations.
19. Helium tanks must be anchored at all times. Exhibitors shall contact the Fire Department for precise requirements.
20. Animals are not permitted in the exhibit area. 21. Soliciting of other Exhibitors is not permitted.
22. All Food-Vendors are required to deliver a current and valid Certificate of Insurance to WO STREET FAIR 15 days before the Event, naming the EVENT MANAGEMENT as Additional Insureds. All Food-Vendors must comply with Health Department and Fire Department regulations including the filing of all necessary permits.
23. No Exhibitor nor vendor may offer any of the following goods or services without the express, written consent of WO STREET FAIR: Any food item, beverage, water, face-painting, temporary-tattoo, ride, game, or any item 'for free' or below market value.