



2023 Heritage Day– 9/9/2023 Vendor Registration Form

Heritage Day is a celebration of everything Orwigsburg. History, local artisans, family-friendly activities, food, and fun!

All events take place on the Town Square at 100 Market St. Orwigsburg, PA 17961

OABPA MEMBERS

10'x10' Space **FREE** / Each Additional Space \$10

Non-Profit Member– Each additional Space \$5

NON-OABPA MEMBERS

10'x10' Space- \$40 / Each Additional Space \$20

Non-Profit – \$20 / Each Additional Space \$10

Please note food trucks require 2 spaces

Vendors Selling Alcohol

Vendor fee is waived. You must send in your special event permit in lieu of registration fee

Vendor Contract Guidelines

- Attached a copy of food safety certificate if selling food
- Attach a copy of your liquor license and relevant permit if selling/serving alcohol
 - All food vendors must follow FDA food handling requirements
- Please set up and be ready to open prior to event start. All equipment must fit in designated space
- All canopies must be secured with sand bags or similar to prevent lifting from wind. No holes may be put in macadam or sidewalks.
 - All exposed power cords must be secured to prevent tripping hazards
 - No refunds will be given for any reason
- Vendors are responsible to clean up their vendor area at the end of the event. Trash receptacles will be available for vendors to dispose your refuse.
- OABPA expects all participants to stay until the event end time. You will not be able to take down your stand until the event ends.
- All generators must be quiet running models and must be placed behind your stand out of the way.
 - NOTE– Electric outlet usage is NOT available unless approved by OABPA Event Chairs.
- **All vendors are responsible for their canopies to be properly secured and MUST be secured w/weights.**

OABPA 2023 Heritage Day Registration Form

Event Date: September 9, 2023

Registrations due: August 31, 2023

Business Name: _____

Contact Person: _____

Address: _____

Phone: _____ Email: _____

Type of vendor/description _____

Are you an OABPA Member? YES / NO / NO but I would like membership information

Are you selling food? YES / NO If yes, please send in your proof of your Food Safety Certificate

Are you a non-profit? YES / NO

Are you sampling and/ or selling alcohol? YES / NO If yes, you must send a copy of your liquor license and relevant permit.

_____ # Of Spaces \$ _____ Amount Enclosed

The undersigned agrees to hold the Borough of Orwigsburg and the Orwigsburg Area Business and Professional Association harmless from any liability for any personal injuries or property damages resulting from their participation in the aforementioned events being held by the Orwigsburg Area Business and Professional Association. By signing below, I hereby acknowledge and agree that I have read the stated information and guidelines and agree to abide by all terms herein.

Signature of Participating Vendor

Date

Printed Name and Title of Participant

Mail this form and check made payable to:

OABPA
333 S. Liberty Street
Orwigsburg, PA, 17961

Any questions regarding vendor space or availability should be sent to: orwigsburgbusinesspa@gmail.com

Subject Line: **Vendor Information**

Checklist for Return: Payment, Completed Registration Form and Food Safety Certificate (for food sales), Liquor License or Special Event Permit (For liquor sales/sampling)