



## 2023 Farm to Square - August 10, 2023 Vendor Registration Form



Farm to Square is an event where local farms, restaurants, and artisans gather to highlight the amazing Orwigsburg area farms, agricultural products and handmade goods. Live music and family friendly fun for ALL!

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

### ***OABPA MEMBERS***

10'x10' Space- \$10 per Space

Non-Profit Member– Each additional Space \$5

### ***NON-OABPA MEMBERS***

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

Non-Profit – \$10 per Space

**\*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 Farm to Square Registration Form**

**Event Date: August 10, 2023 Registrations due: August 1, 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](mailto: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)**