

# Township of Crescent



225 Spring Run Road  
Crescent, Pennsylvania 15046

Office: 724-457-8100  
Fax: 724-457-2045

Website: [www.crescenttownship.com](http://www.crescenttownship.com)

## Community Day 2023 Crafter Agreement and Application - \$15

Crescent Township is pleased to announce this year's second annual Community Day celebration will be held on **Saturday, September 16, 2023 and Sunday, September 17, 2023**. The Recreation Board is hoping you will be able to participate in this year's event, which will take place in Crescent Township Shouse Park, located 1391 McCutchen Way.

### Community Day 2023 Terms and Conditions

By submitting this application and fee, vendor agrees to abide by the following terms and conditions:

- **ALL** vendors must offer a game or activity for festival patrons.
  - Vendors offering a drawing or giveaway must draw, announce, and award any and all prizes at the conclusion of the festival on Sunday. Crafters are requested to donate an item for the Basket Raffle.
- All groups must offer a unique game or activity; similar games or activities will not be permitted, at the sole discretion of the Recreation Board. Reservations/notice for games and activities will be handled on a first-come/first-served basis.
- **NO** items other than those listed on the permit will be permitted for sale.
- **NO** store-bought or retail items may be sold. Only handmade items may be sold.
- **Vendor space must be staffed, open, and active during all festival hours.**
- **Please note the following restrictions: NO** alcohol may be served. **NO** pets are permitted on festival grounds at any time.
- Vendors are responsible for providing any tables, chairs, lights and other equipment necessary.
- Vendors agree to keep the assigned rental space, canopy and surrounding area free of trash and debris. All trash must be bagged and placed in designated areas for disposal. Recycling of certain items will be required; more details will be given at the time the permit is issued.
- Vendors agree to abide by the set-up/tear-down schedule provided. All exceptions will be reviewed on a case-by-case basis, and require prior written authorization from the Recreation Board.
- Applications are not considered "final" or "accepted" until the Board has received the signed application, fee and the vendor has received confirmation of acceptance from the committee.
- Applications will be reviewed on a first-come-first-served basis.

All applications will receive written confirmation of approval for space rental. Please be sure the application contains up-to-date contact information; in the event the Board has additional questions.

**ALL AGREEMENTS & APPLICATIONS MUST BE RECEIVED BY CLOSE OF BUSINESS ON FRIDAY, AUGUST 25, 2023.**

Please sign here to acknowledge your understanding and acceptance of all the terms and conditions listed above:

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(signature)

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(printed name)

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(date)

# Crafter Application

A Craft Vendor is defined as someone with the skill, dexterity, and creativity to assemble or manufacture interesting items for resale. **(No store-bought items may be sold as crafts.)** The Committee reserves the right to ask for removal of questionable items for sale during Community Day. Reservations for spaces and the type of product you will offer will be handled on a first come/first served basis. The committee attempts to prevent the duplication of the same items for sale. The Recreation Board reserves the right to modify details without notice due to staging requirements.

- Each space will measure 10 feet by 10 feet.
- The Recreation Board reserves the right to modify details without notice due to staging requirements.
- Any additional equipment, including tables, chairs, furniture, shelves, lights, displays, etc. must be provided by vendor.
- **Electricity will not be provided unless specifically requested at the time of application.** Electricity can be requested below, and will be provided at no charge.

Please complete the application below and return it to the Crescent Township, 225 Spring Run Road, Crescent Township, PA 15046 or you can also drop it off in person. If after hours, please place in mailbox in rear of building. Questions may be directed to the Township Manager at: [jadamski@crescenttownship.com](mailto:jadamski@crescenttownship.com) or by calling 724-457-8100.

Please note: applications are not considered "final" or "approved" until the Recreation Board has received the signed application and the vendor has received written confirmation of acceptance from the Recreation Board. Any unapproved applications will be returned to the vendor.

## **Set Up – Saturday, September 16, 2023**

- 7:30 AM – Vendor Set up
- 10:00 AM – Mandatory Vendor Meeting
- 11:00 AM – 7:00 PM – Community Day Hours

## **Set Up – Sunday, September 17, 2023**

- One Day Vendor Only - Set Up by 10:30 am
- 11:00 AM – 7:00 PM – Community Day Hours

**ALL APPLICATIONS MUST BE RECEIVED BY CLOSE OF BUSINESS ON FRIDAY, AUGUST 25, 2022.**

**FRIDAY, AUGUST 5, 2022.**

All Fields Required Unless Otherwise Noted – **Bold** Items Indicate Default Choices

Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Please describe your booth game/activity: \_\_\_\_\_

Electric Requested?     Yes     **No**     If Yes, Voltage Required:     **110-volt**  220-volt

If yes, please describe the need: \_\_\_\_\_

Please list any additional special requirements (e.g. water): \_\_\_\_\_

By my signature below, I certify all information above is truthful:

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(printed name)

\_\_\_\_\_  
(date)