

Township of Crescent



225 Spring Run Road
Crescent, Pennsylvania 15046

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

Website: www.crescenttownship.com

Community Day 2023 Food Vendor Agreement and Application - \$25

Crescent Township is pleased to announce the 2nd annual Community Day celebration will be held on Saturday and Sunday, September 16th & September 17th. 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, vendor agrees to abide by the following terms and conditions:

- **NO** items other than those listed on the permit will be permitted for sale.
- **NO** more than one food vendor may sell the same primary item(s).
- The sale of all carbonated/fresh beverages will be limited to permitted food vendors only.
- **Please note: NO** alcohol may be served. **NO** pets are permitted on festival grounds at any time.
- **Additional fees will be assessed if assigned space is exceeded.**
- **Vendor space must be staffed, open, and active during all festival hours.**
- Please note that all festival areas are smoke-free.
- 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.
- All food vendors must supply proof of insurance naming Crescent Township as additional insured. In addition, all requirements of the Allegheny County Health Department must be met and is the sole responsibility of the food vendor. Vendors must be prepared to show proof of a valid ACHD Health Permit.
- 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 committee has received both the signed agreement and application, fee, and the vendor has received confirmation of acceptance from the Board.
- 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 SIGNED AGREEMENT & 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:

(signature)

(printed name)

(date)

Food Vendor Application

Food Vendors are defined as any individual, organization, or business who wishes to sell a food and/or beverage product. The types of food permitted for sale will subject to the sole discretion of the Recreation Board. No more than one food vendor may sell the same item.

Electrical power will be provided during festival hours only if requested. Any special wiring or mechanical apparatus is the responsibility of the vendor. Any special requests must be noted in the form below.

Payment of all fees may be made in a single check. Fees are non-refundable.

Any additional equipment, including tables, chairs, furniture, shelves, displays, lighting etc. must be provided by vendor. **Electricity will not be provided unless specifically requested at the time of application.** Water lines and/or electricity can be requested below, and will be provided at no additional 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 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.

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

Vendor Name: _____ Contact Name: _____

Contact Phone: _____ Contact Email: _____

Mailing Address: _____

Type of Food: _____

Type of Beverage (if any): _____

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, my organization certifies all information above is truthful:

(signature)

(printed name)

(date)

