32nd Annual
Pequannock Township Family Hoedown
Greenview Park
Saturday September 20, 2014
Rain date: Sunday September 21
Time: 11:00-5:00pm
Games of skill, pony rides, hay rides, bounce houses, petting zoo, alpacas, kettle corn, craft vendors, local businesses, farmers market, retail vendors, kids craft tent, balloon artist, mobile video game trailer, food court, sand art
The Golden Panther mascot
Music and more
Fun for the whole family
Sponsored by Pequannock Parks and Recreation
For more information:
973-835-5700x158
2014
Pequannock Parks & Recreation
Annual Family Hoedown
Greenview Park
Saturday, September 20, 2014
Rain Date: Sunday, September 21, 2014
11:00 AM - 5:00 PM

Crafter Application

Name__________________________________________ Cell__________________________

Business Name________________________________________________________________________________________________________

Address__________________________________________________________________________________________________________________

E-Mail Address________________________________________ Website:______________________________________________

Description of all crafts being sold_________________________________________________________

_________________________________________________________________________________________________________________________

__________________________________________________________________________

Only the above crafts listed will be allowed in your booth. This ensures proper booth locations & cuts out duplication.

Average price of items: ______________

Booth size: 10'x10' Fee: $65.00
You must supply your own: Table, Tent etc.

Set up time: 8am-10am
All vendors' vehicles must be off the field by 10am.
All items being sold must be hand made by the crafter and be listed in the above description.
We try to accommodate our vendors, please list your requirements/ideas below:

_____________________________________________________________________________________________________________________

_____________________________________________________________________________________________________________________

_____________________________________________________________________________________________________________________

This does not guarantee you a specific spot, but we will try to honor your requests.
This is a juried event.
Please submit:
1. Signed application
2. Please enclose photos of the crafts being sold, enclose a stamped, self-addressed envelope if you wish your photos to be returned.
3. $65.00 Booth fee, Please make checks payable to: Pequannock Parks & Recreation Department
Attn: Hoedown, Pequannock Parks & Recreation, 530 Newark Pompton Turnpike, Pompton Plains, NJ 07444.
In the event that your application is denied, your check will be mailed back to you promptly.

The crafter agrees to abide by all Parks & Recreation Policies and Procedures.

Signature__________________________________________ Date_________________________

Denise Furfaro
Director of Parks & Recreation
973-835-5700 X125
School Organization/Non-Profit Organization

Name of Representative/s

Address

E-Mail Address                Cell

Description of Game

__________________________________________________

Description of items being sold/prizes being given

Price of game               Price/s of items being sold

Booth Space: 10'x10’ You must supply your own: Table, Tent etc.
You must provide a game of skill, and all the equipment/supplies needed for your games.

YOU ARE NOT GUARANTEED A SPECIFIC SPOT OR LOCATION.
We try to accommodate our vendors, please list your requirements/ideas below:

__________________________________________________

Cost: $20
This fee is non-refundable and due at the time of application.
Please make checks payable to: Pequannock Parks & Recreation Department

Set up begins at 8:00 AM. All vehicles must be off the field no later than 10:00 AM.

Your organization agrees to abide by all Parks & Recreation Policies & Procedures.

Signature                                    Date

Denise Furfaro
Director of Parks & Recreation
973-835-5700 X125
2014
Pequannock Parks & Recreation
Annual Family Hoedown
Greenview Park
Saturday, September 20, 2014
Rain Date: Sunday, September 21, 2014
11:00 AM – 5:00 PM

Business & Outside Organizations
Self-Promoting/non-selling
Must Provide a Free Game of Skill

Name of Business or Organization___________________________________________________________

Name of Representative/s____________________________________________________________________________________________

Address________________________________________________________________________________________________________________

E-Mail Address_________________________________________ Cell _________________________________

Website________________________________________________________________________________________________________________

Description of Game___________________________________________________________________________

________________________________________________________________________________________________________________________

Description of prizes being given

________________________________________________________________________________________________________________________

Price of game___________________________ Price/s of items being sold_________________________

Booth: 10’x10’ You must supply your own: Table, Tent etc.
All tables must be covered and booth must look professional.
***You must provide a game of skill and all the equipment /supplies needed for your games.

YOU ARE NOT GUARANTEED A SPECIFIC SPOT OR LOCATION.
We try to accommodate our vendors, please list your requirements/ideas below:

_________________________________________________________________________________________________________________

_________________________________________________________________________________________________________________

COST: $100
This fee is non-refundable and due at the time of application.
1. Signed application
2. Fee- Please make checks payable to: Pequannock Parks & Recreation Department
Mail to: Attn: Hoedown, Pequannock Parks and Recreation
530 Newark Pompton Turnpike, Pompton Plains, NJ 07444.

Set up begins at 8:00 AM. All vehicles must be off the field no later than 10:00 AM.

Your organization agrees to abide by all Parks & Recreation Policies & Procedures.

Signature____________________________ Date____________________________

Denise Furfaro
Director of Parks & Recreation
973-835-5700 X125
Business & Outside Organizations
Selling/Retail
Game Not Being Provided

Name of Business or Organization________________________________________________________

Name of Representative/s_____________________________________________________________________________

Address______________________________________________________________________________________________

E-Mail Address_________________________Cell________________________________________________

Website___________________________________________________________________________________________________

Description of items being sold _______________________________________________________________________________________

________________________________________________________________________________________________________________________

Average Price/s of items being sold__________________________________________________

Booth space: 10’x10’ You must supply your own: Table, Tent etc.
All tables must be covered and booth must look professional.
YOU ARE NOT GUARANTEED A SPECIFIC SPOT OR LOCATION.
We try to accommodate our vendors, please list your requirements/ideas below:

________________________________________________________________________________________________________________________

COST: $100
This fee is non-refundable and due at the time of application.
Please submit:
1. Signed application
2. Fee- Please make checks payable to: Pequannock Parks & Recreation Department
Mail to: Attn: Hoedown, Pequannock Parks and Recreation
530 Newark Pompton Turnpike, Pompton Plains, NJ 07444.

Set up begins at 8:00 AM. All vehicles must be off the field no later than 10:00 AM.

Your organization/business agrees to abide by all Parks & Recreation Policies & Procedures.

Signature__________________________________________Date________________________

Denise Furfaro
Director of Parks & Recreation
973-835-5700 X125
2014
Pequannock Parks & Recreation
Annual Family Hoedown
Greenview Park
Saturday, September 20, 2014
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Farmers Market Application

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Description of all items being sold

The above ensures proper booth locations & cuts out duplication.

Average price of items: ____________

Booth size: 10'x10'
Uncut produce (not requiring a $50.00 food license) *Fee: $55.00
*If you are selling uncut produce you are still required to apply for a food permit but, there is no fee.
Food vendors who require a $50.00 (1 day permit) food license ** Fee: $25.00 for the space.
**All Food vendors selling anything that is cut produce, packaged, jarred, bagged or prepared requires a $50.00 food permit obtainable by the Pequannock Health Department.

Set up time: 8am-10am
All vendors may be parked next to their vending spot.
We try to accommodate our vendors, please list your requirements/ideas below:

This does not guarantee you a specific spot, but we will try to honor your requests.

Please submit:
1. Signed application
2. Please enclose a copy of your certificate of insurance
3. A copy of your food permit
4. $20.00 Booth fee, Please make checks payable to: Pequannock Parks & Recreation Department

Attn: Hoedown, Pequannock Parks & Recreation, 530 Newark Pompton Turnpike, Pompton Plains, NJ 07444.
In the event that your application is denied, your check will be mailed back to you promptly.

The vendor agrees to abide by all Parks & Recreation Policies and Procedures.

Signature ______________________ Date ______________________

Denise Furfaro
Director of Parks & Recreation
973-833-5700 X125
2014
Pequannock Parks & Recreation
Annual Family Hoedown
Greenview Park
Saturday, September 20, 2014
Rain Date: Sunday, September 21, 2014
11:00 AM – 5:00 PM

Food Vendor Application  New Late Fee after Aug. 15th

Name_____________________________________________________________Cell__________________________
Business Name____________________________________________________________________________________
Address________________________________________________________________________________________________
E-Mail Address_________________________Website:________________________________________________________________________
Description of all items being sold____________________________________________________________________________________

The above ensures proper booth locations & cuts out duplication.

Average price of items: ____________________

Booth size: 10’x15’

NEW***Booth Fee: Before August 15th $100.00  After August 15th $150.00

Electric Fee: $45.00  Spaces needing electricity are limited. First come first served!

**All Food vendors are required to apply for:
  1. Pequannock Township Fire Permit - Fire Safety Dept.
  2. Pequannock Township food license, available in the Pequannock Township Health Department.
  3. All tents over 10’ x10’ are required to have a fire permit.

Set up time: 8am-10am

We try to accommodate our vendors, please list your requirements/ideas below:

________________________________________________

Please submit:
  1. Signed application
  2. Please enclose a copy of your certificate of insurance.
  3. A copy of your food permit & Fire Permits.
  4. Booth fee
  5. Electricity fee if required

Please make checks payable to: Pequannock Parks & Recreation Department

Mail to: Attn: Hoedown, Pequannock Parks & Recreation
        530 Newark Pompton Turnpike, Pompton Plains, NJ 07444.

In the event that your application is denied, your check will be mailed back to you promptly.

The vendor agrees to abide by all Parks & Recreation Policies and Procedures.

Signature________________________________________________Date__________________________

Denise Furfaro
Director of Parks & Recreation
973-835-5700 X125
2014 Pequannock Parks and Recreation Hoedown
Saturday September 20, 2014 with a Rain Date of Sunday September 21, 2014
Set up 8-10am, vehicle must be off field by 10:15am
Hoedown is open from 11-5pm

1. Only one business or organization may operate in each exhibit space, sharing of booth space with other businesses or organizations is prohibited. Booth/tent space may not be reassigned or sublet. Exhibitors may not distribute, display, or sell products, literature, or other items from any business or organization other than the one specifically contracted with Pequannock Parks & Recreation.

2. Pequannock Parks & Recreation reserves the right to change the location, dates, hours, or to terminate entirely the operation of the scheduled event, at any time and without prior notice to the vendor. Pequannock Parks & Recreation will make reasonable efforts to provide advance notice to vendors of any changes or cancellations.

3. Items and products: an Exhibitor Application must be completed, including a full list of all items or products to be sold, distributed free or sampled; these must be approved by the Director of Parks & Recreation prior to the start of the event. Balloons, stickers, t-shirts, or posters may not be sold or distributed free without prior consent of the Parks & Recreation Department.

4. General Rules for Exhibitors:
   • Exhibitors must take full responsibility for set-up and other display materials; Pequannock Parks & Recreation will establish set-up and takedown times.
   • Exhibitors must have personnel present in their booths at all times during the official operating hours.
   • Exhibitors may not open or close earlier or later than the official operating hours.
   • Exhibitors must keep all displays, merchandise, etc. within the confines of the tent or space itself.
   • Exhibitors must maintain a neat & clean area, and keep boxes out of site.
   • Exhibitors may not hawk, peddle, sell or advertise outside of the assigned area.
   • Exhibitors must return the areas to their pre-Hoedown condition (if repair and cleaning costs are incurred and Pequannock Parks & Recreation determines the Exhibitor will be billed for the cost of the repair).
   • Exhibitors must operate their business in a professional manner. At the discretion of the Pequannock Parks & Recreation Department, any Exhibitors, or any agent, or employee of the Exhibitor who does not conduct himself/herself, in a professional manner according to the policies contained herein may be removed from the Hoedown. Hoedown coordinators reserve the right to remove any objectionable merchandise from any booth.
   • Exhibitors that are using an electric generator or any other motor must soundproof that device to the satisfaction of the Parks & Recreation Department.

I have read and understand the Pequannock Parks and Recreation Department policies and procedures:

___________________________________________________________________________________
Print Name

__________________________________________________________________________________
Signature

_________________________________________  _________________________________
Date
Application for Permit

The Uniform Fire Code states:

“Permits shall be required, and obtained from the local enforcing agency for the activities specified in this section, except where they are an integral part of a processor activity by reason of which a use is required to be registered and regulated as a life hazard use. Permits shall at all times be kept in the premises designated therein and shall at all times be subject to inspection by the fire official.” [N.J.A.C. 5:70-2.7(a)]

Date of application: _____________________________________

Location where activity will occur _____________________________________________________________________

Date/s____________________________________________________Time/s: ________________________________

Applicant Name ________________________________________Address________________________

Organization Name:  _______________________________________________________________________________

Phone: ___________________________________________ Cell: __________________________________________

Emergency #:______________ Email:__________________________________________________

Block/Lot __________________________________________ Registration # __________________________________

The above named applicant hereby requests permission to conduct the following activity at the above indicated location:

________________________________________________________________________________________________

________________________________________________________________________________________________

And for the keeping, storage, occupancy, sale, handling or manufacture of the following: _________________________

________________________________________________________________________________________________

________________________________________________________________________________________________

(State quantities for each category to be stored, or used and the method stored or used :) _________________________

________________________________________________________________________________________________

________________________________________________________________________________________________

I hereby acknowledge that I have read this application, that the information given is correct, and that I am the owner, or duly authorized to act in the owner’s behalf and as such hereby agree to comply with the applicable requirements of the fire code as well as any specific conditions imposed by the fire official.

Applicant Signature ____________________________ Fire Official Signature ____________________________

Fee Amount ____________________________ Permit Type ____________________________