



# R & R Festivals Vendor Contract

## Haunted Harvest Food Truck Festival October 20, 2024

Food Trucks, Beer & Wine Garden, Live Music, Boo-tique Shopping, Artists, Crafters & More!

LOCATION: Sussex County Fairgrounds NO RAIN DATE EVENT TIME: 11-5pm SET UP TIME: 8:30am

BUSINESS NAME \_\_\_\_\_ WEBSITE \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ CELL PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ EMERGENCY CONTACT \_\_\_\_\_

PERSON ATTENDING THE EVENT \_\_\_\_\_ CELL PHONE \_\_\_\_\_

**DESCRIPTON OF ITEMS/MENU BEING SOLD** \_\_\_\_\_  
 \_\_\_\_\_ Price Point Lowest \_\_\_\_\_ Highest \_\_\_\_\_

NO REFUNDS FOR ANY REASON.

Type of Vendor	Price Before Aug 1	Price After Aug 1	# of spaces	Total
Crafters/Artists. (all items are handmade by you)	\$50.00	\$75.00		
Retail Businesses	\$95.00	\$115.00		
Service Businesses (Please read description below)	\$125.00	\$145.00		
Businesses not selling a cash & carry product, e.g. insurance, banking, installers promotions only: <b>All giveaways must be pre-approved</b> , NO Food, candy, balloons, face painting, tattoos, or beverages. List Items: _____.				
Non-Profits 501c3 We will call you concerning giveaways. No balloons, tattoos, face painting or food.		\$20.00	1 Only	
<b>Food Vendor (Must list menu items being sold below)</b>		\$175.00 + permits		
<b>Menu items:</b>				
<b>Food vendors</b> must complete all permit applications for the Sussex County Health Dept. & Fire Dept. applications All applications must be submitted together with the R & R Festivals contract & a 2024 certificate of insurance Mail to: Attn: Clifton, c/oThe Scribble Garden, 163 Newark Pompton Turnpike, Pequannock, NJ 07440				
If using a food truck, which side of your truck needs to face the customers.		Please circle: Left Right Rear or using a tent space needed: 10' x _____		

Additional options:

<b>Scavenger Hunt:</b> Great way to bring families to your booth and deliver your "3 minute elevator speech". The children redeem their tickets at the prize booth in the kids Zone. All Scavenger Hunt participants will have their business name and location on our scavenger hunt map. Vendors may distribute (1) ticket ONLY per child	1 reel per booth	\$20.00
Rental of 6' Table with 2 chairs (rental of table & chairs does not include booth space fee)		\$50.00
10 x 10 Tent Rental (does not include booth space)		\$100.00
Price of booth space available day of event: 10/20/2024		\$275.00

CHECK PAYABLE TO: R & R Festivals, LLC mail to: Attn: Haunted Harvest c/o The Scribble Garden: 163 Newark Pompton Turnpike, Pequannock, NJ 07440

The undersigned vendor hereby applies for booth space at the above-named show and, has read and understands the vendor Regulations agreement below. R & R Festivals, its workers, the sponsor SCAHC, and The Sussex County Farm & Horse Show Association, Inc., shall not be liable for property damage or personal injury to vendors, its agents, property, or employees, which may occur on or about any part of the subject premises, regardless of how such injury or damage may have occurred. Vendor waives any claim against R & R Festivals, its workers, the sponsor SCAHC, and The Sussex County Farm & Horse Show Association, Inc., and assumes all liability for loss or damage to vendor's property entrusted to the premises. Vendor shall hold R & R Festivals, its workers, the sponsor SCAHC, and The Sussex County Farm & Horse Show Association, Inc., harmless & shall indemnify R & R Festivals, its workers, the sponsor SCAHC, and The Sussex County Farm & Horse Show Association, Inc., against all liability or expenses arising out of any claim of injury or damage to any person or property, together with all cost in connections with the defense thereto, including attorney's fees. The above-mentioned parties will not be held responsible if the show is cancelled for any reason, including but not limited to acts of God, flood, COVID, construction. No refunds if the show is cancelled. No Rain date, no refunds.

I HAVE READ, UNDERSTAND & AGREE TO THE above information and to the information provided on the VENDOR REGULATIONS AGREEMENT FOR THE 2024 Haunted Harvest Food Truck Festival.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

# October 20, 2024 Haunted Harvest Festival



Notes for this event:



Event sponsored by The Sussex County Arts & Heritage Council  
The council is a registered 501(c)(3) nonprofit organization. Their mission is to foster and promote the artistic and cultural vitality of Sussex County.

This is being advertised as a “Halloweeny” festival, we recommend vendors offer some Halloween themed products, food menus and décor. Let’s get festive but not too scary, this is a family friendly event.

October 20 is 2 weeks away from the 2024 election.

During this event political signage, clothing, or selling anything pertaining to the upcoming election, etc. is not permitted.

Any questions please email us: [randrfestivals@gmail.com](mailto:randrfestivals@gmail.com)

## Retail, Artists/Crafts, Non-profits, & Service Business Vendors:

Please mail the signed vendor contract with payment (page 1 only).

Checks payable to: R and R festivals

Mail to:           Attn:    Haunted Harvest  
                                  c/o The Scribble Garden  
                                  163 Newark Pompton Turnpike  
                                  Pequannock, NJ 07440

## Food Vendors:

**All Food vendors** must apply for permits with the Sussex County Division of Health.

**All permit applications must be submitted a minimum of 2 weeks prior to the event**

\*Please notice checks are payable to different departments.

### TEMPORARY FOOD EVENT PERMIT APPLICATION

Permit applications are available through the Sussex County Division of Health.

201 Wheatsworth Road, Hamburg, NJ 07419

If you have any questions, please contact: (973) 579-0370

FIRE PERMIT APPLICATION: Information coming soon.

### CERTIFICATE OF INSURANCE:

Food Vendors must provide a COI naming:

R and R Festivals, SCAHC and the NJSF/SCF&HS Association, Inc. as the certificate holders

Mail:

- Vendor Contract with payment
- Health Permit Application & payment
- Fire Permit Application & payment
- Insurance Certificate

R & R Festivals  
c/o The Scribble Garden  
163 Newark Pompton Turnpike  
Pequannock, NJ 07440  
Attn: Haunted Harvest

# October 20, 2024, Haunted Harvest Food Truck Festival

## VENDOR REGULATIONS AGREEMENT



### Vendor Requirements:

- All vendors must post the event on their face book, social media, website, Instagram, email blasts etc.
- Vendors provide their own tables, chairs, fixturing etc. Rentals available. (Must reserve prior to event)
- All Tents must be fire rated and be properly weighted. No Exceptions. Absolutely **No** staking in pavement
- 10 % Discount for Veterans.
- All vendors must check in prior to set-up. No vendors will be permitted prior to 8:30am without permission.
- Vendor agrees to remain until the event's closing time and leave with all their boxes, debris, etc.
- Event Break-down: No cars in vendor area until staff and or police reopen the area.
- Vendors may not sell merchandise placed on a cloth on the ground, or out of cardboard boxes. Vendors shall not arrange their exhibit to obscure/interfere with other vendors.
- Electricity is not available. Only QUIET generators with ratings of 59 decibels or less are permitted. Exhibitors intending to utilize a generator must first notify via email to: [randfestivals@gmail.com](mailto:randfestivals@gmail.com)
- Pets: All pets must be on a leash. If you plan on keeping your pet with you: We must receive a COI naming R & R Festivals, SCAHC, and Sussex County fairgrounds as certificate holders.
- Smoking: No smoking in vendor booths, vendor area or Kids Zone.
- No selling of weapons.
- No selling of illegal drugs or drug related products.
- No sexually explicit items, items showing nudity or language not suitable for children.
- The EVENT MANAGEMENT reserves the right to remove any exhibit which is deemed out of keeping with the character of the event; this reservation being all inclusive as to persons, products, conduct, noise, etc.
- Exhibitors may display and sell ONLY what he/she has listed on contract. No Vendor may offer any of the following goods or services without the written consent of R & R Festivals: food items, beverages, balloons, face-painting/tattoos, or any item "free." Vendors should not give-away items other vendors are selling.
- Helium tanks must be anchored. Requirements/permits contact the Sussex County Fire Dept.
- Nonprofits and services may not sell items of any kind. They may only promote and educate.
- NO HAWKING- Hawking is the act of going outside of your booth, standing in front of or calling to customers who are near your neighbor's booth to give free samples, information etc. to draw customers to your booth.  
This type of vending harasses the customers and is disrespectful to the other vendors.

1. Exhibitors agree to read and comply with the rules and regulations in this contract. Management reserves the sole right to render all decisions, interpretations and to establish further regulations as may be deemed necessary for the overall success of the event.
2. R and R Festivals assumes no responsibility for, nor guarantee of the safety of, the properties of exhibitor, its agents, and their employees, against theft, damage from fire, accident, or any other cause whatsoever; and should an accident occur within the exhibitor's space caused by the exhibitor's display or debris left by the exhibitor, the exhibitor will be held liable in case of an accident. By applying to this event, the exhibitor agrees to save and hold harmless R & R Festivals, SCAHC, NJSF/SCF&HS Association, Inc., its management, agents, employees, from any liability resulting from such accidents.
3. Exhibitor shall be liable for any deficiency, loss or damage suffered at the event by reasons herein stated, and without in any way releasing said exhibitor from any liability whatsoever.
4. Exhibitors shall be bound by all pertinent laws, codes and regulations of municipal and other authorities having authority over said event, and shall fulfill all municipal, state, and federal requirements including filings in connection with all business activities and all sales. NJ state sales tax & for maintaining product liability. NJ Sales/Use tax-609-292-6400 or [state.nj.us/treasury/taxation](http://state.nj.us/treasury/taxation)

### Cancellations:

1. There will be a 50% charge for contracts cancelled more than 30 days prior to the 2023 Event. No refunds on Contracts cancelled under 30 days prior to the 2024 Event.
2. No refunds or credits for any reason if the October 20, Sussex Event is cancelled.
3. Exhibitor agrees that the termination of this contract by the undersigned or R & R Festivals to retain the total deposit as liquidation. No refunds, credits or transfers are due if the contract or event is cancelled.
4. The Exhibitor agrees not to hold R and R Festivals, SCAHC and the NJSF/SCF&HS Association, Inc., their respective employees, contractors, volunteers, and/or agents (collectively referred to as the "EVENT MANAGEMENT"), liable in respect to their collective decision either to cancel or to proceed with the scheduled event when the threat-of-rain, unsafe conditions, or threat of unsafe conditions enters said decision.
5. If the Event is cancelled, the Event will not be rescheduled; and there will be no refunds or credits of any kind. R and R Festivals will notify vendors via email and website posting of all cancellations up to and including the day of the event.