



### **Large Food Vending Information, Application, and Contract**

Please read through carefully and list the event you are applying for on the contract and as the subject of email. The Susquehanna Valley Event Center features multiple events throughout the year. The venue is located at 205 Airport Road, Selinsgrove, PA 17870. Follow the website at [www.sveventcenter.com](http://www.sveventcenter.com) or FB for information and updates.

#### **BASIC INFORMATION**

- All vending requires prior approval. Unauthorized vending is not permitted.
- These are outdoor, all-weather events.
- Vendors supply their own tent/setups, and may park vehicle behind their booth. Generators, if necessary, must be operate quietly. No amplified music.
- Vendors requests must include the signed contract and required documents emailed to [sveventcenter@gmail.com](mailto:sveventcenter@gmail.com) and a deposit of 50%, paid with the application, and sent \*via PayPal at: <https://paypal.me/abearspicnic> If you are not approved to vend, your deposit will be returned in full. Approved vendors must pay the balance upon entrance to the event. No shows will forfeit their deposit.
- Deposits are Non-Refundable unless you are not approved, the event is canceled, or there is a declared COVID or other state of emergency.
- Vendors may **not** transfer their spot to another person.
- While we do our best to prevent multiple vendors selling the same items, we offer no guarantee that insures exclusive rights to any particular items.
- Vendors are encouraged to have surface sanitizer on hand for keeping products clean and hand sanitizer for yourself and patrons.
- Check in time varies according to event time and vehicle movement restrictions. You will be notified prior to the event.
- **Vendors are expected to shut down promptly, clean up & dispose of all trash, and check out within one hour of music ending.** All trash must be cleaned up from vending area before departure.. Any oils/liquids must be removed by vendor.
- All vendors must agree to follow all rules and regulations of the event, the venue, the state of PA and federal laws. Vendors are strictly prohibited from possessing or selling drugs, weapons, fireworks, or explosives.
- Copyrighted images must be officially licensed merchandise only - no bootlegs. Vendors are prohibited from selling any unauthorized merchandise bearing the names or likenesses of any artist performing at the festival.
- ALL displayed merchandise must be all-age appropriate. ID must be required for any adult items.

## **LARGE FOOD VENDING DETAILS**

Large food vending is comprised of those who sell sandwiches, meals, beverages, etc. the prices below includes 3 vendor credentials. A fee of \$25 is required toward trash removal.

- Preference will be given to local and/or organic vendors.
- Absolutely no purified water sales; Spring Water only.
- Food vendors are NOT permitted to sell alcohol.

👉 Monroe Township requires Food Vendors obtain a permit (\$100) directly from them, which is good for one year anywhere in Monroe Township.  
You can reach the municipal office directly at: 570-743-7057. 👉

### **DOCUMENTATION REQUIRED:**

- (a) photo or brief summary of your setup,
- (b) web address or web presence, if any,
- (c) menu and any other products you sell.
- (d) proof of liability insurance rider listing Susquehanna Valley Event Center, and Central PA Associates, 205 Airport Rd., Selinsgrove, PA 17870, as “additional insured”,
- (e) a copy of your Pennsylvania health department permit if required, and
- (f) references (list of previous festivals/events where you have vended food).

**Large Food Vending Application and Contract**

**Event:** \_\_\_\_\_ **Event Date:** \_\_\_\_\_

**CONTACT INFORMATION**

Business Name \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

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

City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Primary Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

*\*email will be our primary method of correspondence with you unless you request otherwise\**

**SELECT VENDING SPACE & EXTRA CREDENTIALS**

**LARGE FOOD VENDING: (Includes 3 Credentials)**

*(Additional credentials/tickets can be purchased online or at gate price)*

Food Vending Space [ ] 20' Wide \$200.00 [ ] 30' Wide \$250 = \$ \_\_\_\_\_

Trash Disposal. = \$ 25.00

**TOTAL** \$ \_\_\_\_\_

**Minimum Deposit (½ of Total).** \$ \_\_\_\_\_

**Method of Payment:** [ ] PayPal [ ] Mail: 104 South High St., Selinsgrove, PA 17870

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By signing below and submitting my deposit, I commit to being a vendor at the Susquehanna Valley Event Center on the date/event designated. I acknowledge that, once approved, all payments are nonrefundable. By registering and attending this event, I acknowledge that an inherent risk and exposure to COVID-19, other flu/viruses in general, and hazards, exist in any public place where people are present. By Participating, I, and my workers voluntarily assume all risks related to exposure and agree to not hold Susquehanna Event Center, Monroe Township, Selinsgrove, or any other affiliates, directors, officers, employees, agents, artists, vendors, contractors, or volunteers liable for any illness or injury. I agree to follow all event and venue policies, regulations, Pennsylvania State and Federal laws; further, I understand that failure to comply may result in ejection from the venue, loss of the vending/admission fees, loss of any confiscated illegal items, and thereby forfeit any right to compensation. I acknowledge that I am solely responsible for the set up, operation and tear down of my vendor booth in a timely fashion. Susquehanna Valley Event Center and it's affiliates assume no liability for lost, stolen or damaged merchandise.

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**SIGNATURE**

**PRINT NAME.**

**DATE**