



April 2019

To: Invited Vendors
From: Medford Celebrates Foundation, Inc.
Re: Food Vending Spaces Available
Event: Independence Day Celebration, Freedom Park, Medford, NJ
Date: WEDNESDAY, JULY 3rd, 2019 from 6:00 pm - 10:00 pm (Raindate: FRIDAY., July 5th)

Medford Celebrates Foundation, Inc. (MCF) is excited to be offering food, non-profit and other vendors an opportunity to participate in Medford Township’s Independence Day Celebration and fireworks display. This year’s event will be held from 6:00 pm - 10:00 pm, WEDNESDAY, JULY 3RD. (Raindate, FRIDAY, JULY 5th)

This is one of Medford’s largest events, drawing well over 20,000 area residents. MCF is the fundraiser and planner helping Medford Township stage the evening -long event. Event attractions (beyond the large fireworks display) include entertainment for children, live music, food and much, much more. We want to enhance the attendees’ experience and accommodate the crowds by providing a diversity of food, non-alcoholic drink and other vendor specialties at strategically placed locations in Freedom Park – and you are invited to participate!

TO PARTICIPATE: Vendors must submit a complete application packet. MCF reviews and accepts or rejects applications and assigns spaces to vendors in Freedom Park in its sole discretion. We generally review and make decisions about applications on a first-come first serve basis. Space is limited. Application packets must include the following:

1. Completed Application Form (attached);
2. Certificate of Insurance in the minimum amount of \$1million general liability insurance coverage with Medford Township and Medford Celebrates Foundation, Inc. as additional insured certificate holders;
3. Current County Health Department Certificate; and
4. Food Handlers permit issued by Medford Twp., call the Clerk’s Office (609) 654-2608 x328

IMPORTANT: If your vending operation includes the use of any open flame or flame-producing device, a Township of Medford Fire Permit will also be required. Upon approval of your application by MCF, a Type 1 permit request must be filed and remitted directly to the Township of Medford Fire Division, with a copy sent to MCF. This application is available at www.medfordfire.org/forms/permit.pdf. A separate fee of \$42 for the Fire Permit is required for each vending spot.

VENDOR PERMIT FEE: Make checks payable to Medford Celebrates Foundation, Inc.

Vendor permit.....	\$500
Medford resident or business	\$300
Activity Vendor (Face Painter/Spin Art, etc).....	\$150

For the event, vendors must be self-contained, and bring their own tables, chairs, tents and generators if needed. **GENERATORS CANNOT EXCEED 60 DECIBLES.** NO electricity or water will be provided.

After your application is received and approved, you will be notified by mail about your opportunity to participate. **This may include limiting the items you can sell and setting a specific location at Freedom Park at which you may sell items. Any attempt to sell items that are not approved in advance may result in your ejection from the event without refunding your fee.** For more information, call during business hours to (609) 654-2608 x324 or e-mail info@medfordcelebrates.org.



2019 INDEPENDENCE DAY CELEBRATION and FIREWORKS DISPLAY
WEDNESDAY, JULY 3RD | 6:00pm - 10:00pm | Freedom Park, Medford, NJ

REPLY REQUIRED by JUNE 3, 2019 | SPACE LIMITED | APPLICATIONS REVIEWED FIRST COME, FIRST SERVE

2019 Vendor Application

Vendor Business Name: _____

D/B/A: _____

Contact Person: _____

Street Address: _____

City _____ State _____ Zip _____

Business #: (____) _____ Cell #: (____) _____ Other #: (____) _____

Email: _____ Fax #: (____) _____

Description of proposed menu or offerings: **(**List all items that you propose to sell. No additions or changes to this menu/offerings will be permitted)**

Description of set-up: (trailer, tents & tables, generator, fryers, etc.)

Enclosures:

____ APPLICATION

____ FEE

____ CERTIFICATE OF INSURANCE

____ HEALTH DEPT CERTIFICATE

____ MEDFORD FOOD HANDLERS PERMIT

____ MEDFORD FIRE PERMIT (if applicable)

To apply for a permit, return this form, event fee and other documentation by June 3, 2019 to:

**Vendor Coordinator
c/o Medford Celebrates Foundation, Inc.
P.O. Box 933, Medford, NJ 08055**

By submitting an application, you agree to the terms and conditions set forth in the accompanying letter.

*For additional information or help with your application, contact (609) 654-2608 x324 or
info@medfordcelebrates.org*

P.O. Box 933, Medford, NJ 08055-0933 | medfordcelebrates.org | info@medfordcelebrates.org

