



www.hobokenitalianfestival.com

THE HOBOKEN ITALIAN FESTIVAL
Thursday, September 7th through Sunday, September 10th, 2017
On the Waterfront: Sinatra Drive Between 1st and 3rd Streets

Rules, Regulations & Important Information

Application Deadline is August 15, 2017. Any application post marked after August 15, 2017 will be assessed a \$100 late fee.

FILLING OUT THE APPLICATION

Carefully print and fill out the application and include all items that you will be selling including prices. (Please be very specific)

EXHIBIT SPACE

- Exhibit space is approximately 15' width X 10' depth. No additional space will be provided.
- You must supply your own tables, tents, chairs and display units.
- No water is provided.
- Electricity will not be provided by the Festival. **GENERATORS ARE PERMITTED.**

SETUP

ALL SPACES ARE PRE-ASSIGNED. Locations will be given out on Sept. 7th at 10:00 a.m. **VEHICLES MUST BE REMOVED FROM EVENT SITE 30 MINUTES BEFORE START TIME EACH DAY – NO EXCEPTIONS.**

NOTIFICATION & CANCELLATION

Notification or Rejection letters will be mailed out approximately 2 weeks after application deadline, to allow the jury sufficient time to evaluate your materials. Previous admission into the festival does not guarantee that you will be accepted again. **CANCELLATIONS** must be in writing, one month prior to the event. We accept your contract in good faith and expect you to honor your commitment. No refunds will be given to anyone who does not give the required notice.

NO ALCOHOLIC BEVERAGES

For 2017, the Festival does not have an exclusive beverage sponsor and thus vendors are permitted to sell non-alcoholic beverages of any brand. Fresh lemonade is not permitted.

FOOD VENDORS

You may sell up to three major food items per space and must attach your entire menu to the application. **For food vendors, you will be assessed a \$100 fee per entrée item sold in excess of three. All left over foodstuffs, grease and charcoals must be removed from the premises by you. Do not dispose of these items in the local trash cans, sewers or along the curbside. Vendors who violate these rules will be fined by the City and will not be permitted into future festivals.**

Once you have been accepted, you **MUST CONTACT** the Hoboken Fire Department to discuss open flame permits, fees, and special regulations **BY FRIDAY, September 1, 2017.**

FIRE DEPARTMENT: CPTN. Steve DiVincent
201-420-2268

All vendors selling food items will be required to pay a \$100 Hoboken health permit fee per stand.

FESTIVAL HOURS

All vendors are required to be “open for business” during all hours of operation. The street will be closed ½ hour before festival begins.

Thursday, September 7 th	5:00 p.m. to 11:00 p.m.
Friday, September 8 th	5:00 p.m. to 11:00 p.m.
Saturday, September 9 th	12:00 p.m. to 11:00 p.m.
Sunday, September 10 th	12:00 p.m. to 11:00 p.m.



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The Hoboken Italian Festival Contract

1. These rules and regulations represent a significant part of the contract for exhibit space. The Hoboken Italian Festival reserves the right to render all decisions and interpretations there on and to establish further regulations as may be deemed necessary for the overall success and wellbeing of the event.
2. The exhibitor agrees to maintain their exhibit booth until the closing time of the event; to leave with all merchandise, boxes, debris, etc. and to keep exhibit area clean at all times.
3. Exhibitors wishing to insure goods must do so at their own expense. The Hoboken Italian Festival assumes no responsibility for or guarantee to the safety of the properties of the Exhibitor, its agents and their employees from theft, damage from fire, accident or any other cause what so ever, and the exhibitor expressly agrees to save and hold harmless The Hoboken Italian Festival, Inc. and the City of Hoboken, its management, agents, employees and specifically to attendees while within the exhibitor's exhibit space or caused by the exhibitors display.
4. Exhibitor shall be bound by all pertinent laws, codes and regulations of municipal and other authorities having jurisdiction over said event, and shall fulfill all municipal, state and federal requirements in connection with all sales.
5. It is agreed that if the exhibitor fails to comply in any respect with the terms of this agreement, The Festival shall have the right, without notice, to occupy, sell or offer for sale the exhibit space covered by this contract without any rebate or allowance what so ever to the exhibitor. Said exhibitor shall be liable for any deficiency, loss or damage suffered by the event by reasons herein stated, and without in any way releasing said exhibitor from any liability whatsoever.
6. Exhibitor may display and sell ONLY what he/she has listed on this contract, & that which was agreed upon by the sponsor. The Festival reserves the right to decline, prohibit or remove any exhibitor which is deemed out of keeping with the character of the event, this reservation being all inclusive as to things, products, printed materials, conduct, smoke, noise, etc.
7. Exhibitor may not assign their contract for exhibit space or permit any other person to use part of such space.
8. The Festival will not be liable for the fulfillment of this contract as to the delivery of said exhibit space, if non-delivery is due to any of the following causes: insurrections, local or regional disturbances, strikes, fire, acts of god (inclement weather), or for any cause beyond their control. The Festival, in the event of it's not being able to hold the event for any of the above reasons, will not reimburse exhibitors.
9. Raffles or similar activities that are not free to participants are NOT permitted unless they are approved by the Festival.
10. **All vendors will be required to name "The Hoboken Italian Festival Inc." as an additional insured on their insurance policy. Failure to do so will disqualify a vendor from participation in this year's event.**

PLEASE NOTE THAT:

ICE WILL NOT BE AVAILABLE FOR PURCHASE ON SITE

A PARK CLEAN-UP FEE IS INCLUDED IN THIS CONTRACT – NO SEPARATE PAYMENT IS REQUIRED



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Application form

Name _____ Business _____

Address _____ City/State/Zip _____

Phone (day) _____ Phone (night) _____

Email _____ Tax ID # _____

Circle one

Food Vendor **\$1,400.00** (You are limited to 3 major food items. Please specify below.)
Price includes a \$200 security deposit, which will be returned to you upon feast committee's successful inspection of your vendor space after feast closing, no later than September 15th.

Non Food **\$500**

Late Fee (after August 15, 2016) **\$100**

Fee for Each Food Entrees Sold in Excess 3: **\$100**

Food Vendor with Cooking Oil **\$50**

Number of Spaces Requested _____ **Your Check Number** _____ **Date of Check** _____

Amount _____

Please describe completely the items you plan to sell and the price range of each.

Signature: _____

Make check payable to **Hoboken Italian Festival:**

Mail to:
Hoboken Italian Festival
P.O. Box 1546
Hoboken, NJ 07030

For more information you may call 201-216-0252 or visit our website at www.hobokenitalianfestival.com