



CollierFest 2023

Vender Rules & Agreement

Saturday, September 23, 2023

3 to 10 p.m.

Collier Park— 5 Lobaugh Street, Oakdale, PA 15071

- ◆ **Booth Set-Up**– Set-up will be between 11:00 a.m. to 2:00 p.m. on Saturday, September 23. Vendors wishing to bring their own booth are responsible for securing it to the parking lot surface. *(no stakes allowed)*
- ◆ **Vehicles**– All vehicles must be removed from the event area by 8:00 a.m. No vehicles will be allowed in the event area during the event hours. Late arrivals are not permitted to take a vehicle to their booth. *No exceptions!*
- ◆ **Refunds**– No refunds due to vendor cancellation, no show or weather.
- ◆ **Certificate of Insurance and Food Permit**– If you are serving food, contact the Allegheny County Health Department (412-578-8044). Food vendors must have a temporary food permit issued by the Health Department to participate in the event. Food vendors **must** provide proof of insurance for their operations at the event with Collier Township listed as “additional insurer” and permit from the Allegheny Health Department.
- ◆ **Booth Description**– All vendors must provide a description of what you plan to do at your booth (items being sold, information being distributed, etc. in the lines below.) *All vendors must submit an application and a complete list of items intended to be sold/distributed. If selling food/drinks, submit a menu.* Collier Township reserves the right to limit items and may not accept your application based on duplicity of items.

I agree to indemnify and to hold Collier Township and its employees, the Board of Commissioners, the Parks and Recreation Board, and Volunteers harmless and blameless for any accident or injury which may occur while participating in this event.

I understand that pictures may be taken of myself and/or my booth and can be used for township publication, social media and any public relations purpose. I have read this release and intending to be legally bound, have set my signature here under.

Signature: _____ Date: _____

Office Use Only				
Date Received: _____	Total \$ _____	Approval Email Sent: _____	Booth # _____	COI _____