



# BOROUGH OF CONSHOHOCKEN

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## CONSHOHOCKEN FUNFEST

*Non-Profit/ Community Group Vendor Application*

### Event Details

**Saturday, September 22, 2018**

**1:00 pm – 8:00 pm**

**Fayette Street**

**Between 1<sup>st</sup> Avenue and 5<sup>th</sup> Avenue**

- Please contact the Borough of Conshohocken, Conshohocken Funfest Committee at 610-828-1092x115 for Non-profit/ Community Group vendor fees.
- All applicable registration fees are due with application. Payment must be in the form of a check or money order.
- The Borough reserves the right to determine which category the vendor is assigned.
- All vendor applications must be received on or before **June 15th, 2018** for consideration.
- All vendors will receive an email to verify receipt of application.
- Space for non-profit/ community group slots are limited. All accepted applicants will be notified on or before **July 15, 2018** of their acceptance into the event.
- The Borough will process all checks of approved vendors after July 15, 2018. All vendors not accepted into the event will have their check mailed back.
- Please include tax exempt status form if applicable
- Check-in begins at 11:00am and ends at 12:00pm.
- All vendors must be unloaded and set-up by 12:30pm.
- Non-profit/ Community Group Vendor breakdown begins at 5:00pm and not prior. Please note that no vehicles will be permitted in area for breakdown at this time.
- Vehicles are not permitted at the vendor's space after 12:00pm.
- All accepted vendors will be sent a diagram prior to the event detailing their location and loading instructions.
- All accepted vendors will be given a parking pass and designated parking area.
- Should you have any questions, please email the Conshohocken Funfest Committee at [funfest@conshohockenpa.gov](mailto:funfest@conshohockenpa.gov).
- Non-profits/ community groups will **not** be permitted to sell or prepare hot food on site. Pre-packed foods only will be permitted.
- Political affiliated groups will not be permitted as vendors at the event.

To apply to be a non-profit/ community group vendor, please complete the below application. ***Your application and payment must be received no later than June 15th, 2018.***

Vendor checks and forms can be dropped off at the Conshohocken Borough Administrative Office or mailed to the address below:

Borough of Conshohocken  
Attn: Funfest Vendor Application  
400 Fayette Street, Suite 200  
Conshohocken, PA 19428

Non-profit Organization/ Community Group: \_\_\_\_\_

Items Sold or Handed Out: \_\_\_\_\_

Contact Information (First & Last Name): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Company Website/Facebook Page: \_\_\_\_\_

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

*Please complete, and include this page with your payment. **Acceptable forms of payment include: check or money order. Please make all checks payable to "Borough of Conshohocken."** Thank you for your participation! We look forward to seeing you at the 2018 Conshohocken Funfest!*

### **Hold Harmless/Indemnity Agreement**

The undersigned agrees to comply with rules and regulations. Noncompliance will result in your removal from the event with no refund. The undersigned further certifies that he or she is the responsible party submitting this application and that he or she is authorized to 1) execute on behalf of the group, and 2) accept legal process on behalf of the group.

To the fullest extent permitted by law, \_\_\_\_\_ shall indemnify and hold harmless the Borough of Conshohocken, its agents and employees from and against all claims, damages, losses and expenses including but not limited to attorney's fees, arising out of or resulting from the performance of the vendor under this contract, provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease, or death, or to an injury to or destruction of tangible property, including the loss of use resulting there from, but only to the extent caused in whole or in part by any negligent act or omission of \_\_\_\_\_, or anyone directly or indirectly employed by them or anyone for whose acts he may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate or abridge, or otherwise reduce any other right or obligation of indemnity, which would otherwise exist as to any party or person, described in this paragraph.

**By signing below, I acknowledge that I have read and understand the above Hold Harmless and Indemnity Agreement.**

Organization Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

*Office of the Borough Manager*