



**PASSAIC
COUNTY
FAIR**

2023

AUGUST 10TH-13TH

**GARRET
MOUNTAIN
RESERVATION**

**RIDES ~ FIREWORKS ~ GAMES ~ FOOD
BEER/WINE GARDEN ~ LIVE MUSIC
PERFORMANCES ~ HEALTH SCREENINGS**

FOR MORE INFORMATION PLEASE VISIT SEEPASSAICCOUNTY.ORG



Friends of Passaic
County Parks, Inc.

PASSAIC COUNTY FAIR 2023

VENDOR APPLICATION & INFORMATION

Business Name: _____

Contact Name: _____

Address: _____

Email: _____

Phone: _____

Emergency Contact No.: _____

Please attach a menu/listing of prices for what you will be selling at the 2023 Passaic County Fair.

*****An email must be provided. Notifications and information will be sent via email.***

.....

Please answer the questions below by circling/checking off one (one):

What type of vendor are you?

Food/Drink

Merchandise

Informational

Non-Profit

County

What is your space requirement?

10 x 10

10 x 20

20x20

20x40

Are you going to be using a generator?

Yes

No

Are you going to need electricity?

Yes

No

Do you have any special requirements or needs for vending at the fair? If so, please explain in detail in the space provided (or on a separate sheet of paper):

PASSAIC COUNTY FAIR 2023

VENDOR APPLICATION & INFORMATION

Please read the following information for vendors at the 2023 Passaic County Fair.

Passaic County Fair Dates & Times

Thursday, August 10th	6:00 – 11:00 PM
Friday, August 11th	6:00 – 11:00 PM
Saturday, August 12th	3:00 – 11:00 PM
Sunday, August 13th	3:00 – 11:00 PM

Passaic County Fair Address: 8 Mountain Avenue, Woodland Park, NJ, also known as Garret Mountain Reservation.

Vendor Information:

1. Vendors can be given a maximum of 20' x 40' space; space pricing is noted in our vendor fees listing. All space assignments will be assigned at vendor check in when you arrive at Garret Mountain Reservation to set up.
2. Electricity is **ONLY available upon request** (110v, 15 amps.) The power will be available from Wednesday evening August 9th through Sunday August 13th until 12AM (midnight). Vendors must supply their own code compliant, extension cord(s).

Generators are limited. **VENDORS SHOULD BRING THEIR OWN GENERATORS.** WE ARE NOT RESPONSIBLE FOR FAILED GENERATORS, including those provided by the County.

3. Vendors are responsible for the proper disposal of waste cooking oil. Please have the appropriate containers for the proper disposal of waste cooking oil.
4. The Friends of Passaic County Parks, Inc. reserve the right to limit food offerings. Depending on the size of the crowd and a vendor's capacity, the Friends also reserve the right to limit the number of vendors in any food category.

Vendor Fees:

1. The base fee varies by space dimensions, please refer to the 2023 vendor fee listing.
2. --- THIS SECTION IS REMOVED FOR NON-FOOD VENDORS ---
3. --- THIS SECTION IS REMOVED FOR NON-FOOD VENDORS ---

PASSAIC COUNTY FAIR 2023

VENDOR APPLICATION & INFORMATION

Parking:

Parking at Garret Mountain Reservation during the fair **is limited**. We strongly encourage carpooling during the event. Following payment of registration fees all, vendors will receive a parking permit to park in a designated vendor lot.

- **Vendors will be given three (3) parking passes per day. These passes will be placards. They will be sent to the main contact.**
- All additional parking will be directed to park with fair goers at \$5.00 per car.
- In the event vendors are not parked in vendors lots by the time the fair opens, vendor staff, etc. will be required to use general admission parking. A shuttle will continually operate to get vendors, staff, and volunteers from lots to the Fair Grounds.
- *Please note that parking in this designated vendor lot will not be guaranteed for all vendor staff members.*

Setup:

Vendors may arrive and begin set up on Wednesday, August 9th. During the fair event, vehicle traffic will be restricted between the hours of 4:00PM – 12AM (midnight) on Thursday and Friday; and 2:00PM – 12AM (midnight) on Saturday and Sunday. Vendors must complete their daily setup and remove any vehicles from the field prior to 2:00PM each day.

Tents/Tables/Chair:

Tents, tables, and chairs are not provided to any vendors. **Vendors must bring their own.**

Beer/Wine:

There will be a Beer & Wine Garden onsite. All beer and wine must be purchased from the onsite vendor and will be restricted to the designated area only.

Ice:

Ice will be made available for purchase at the fair grounds for \$10.00 per 40lb bag.

Payments:

1. A 50%, non-refundable deposit is due with the application.
2. Your balance is due in full on **Wednesday, July 12, 2023**.
3. All checks should be made payable to the “The Friends of Passaic County Parks” and can be mailed or delivered to Dey Mansion, 199 Totowa Road, Wayne, NJ 07470.



Friends of Passaic
County Parks, Inc.

PASSAIC COUNTY FAIR 2023

VENDOR APPLICATION & INFORMATION

4. Payments are accepted by cash, check, or money order.

Refunds:

There will be **no refunds** granted for weather, other “acts of God” or any changes made by the vendor or its agents.

Contact Information:

For inquiries or questions on vending please contact us at 973-706-6640 or email pcfair@passaiccountynj.org

Agreement:

As a reminder, the Friends of Passaic County Parks, Inc. reserve the right to limit food/merchandise offerings. Depending on the size of the crowd and a vendor’s capacity, the Friends also reserve the right to limit the number of vendors in any category.

All information, fees, and policies for vendors are noted herein. By signing below, you have read, understood, and agree to the policies set forth by the Fair Team.

Vendor Signature: _____

Printed Name: _____

Date: _____

PASSAIC COUNTY FAIR 2023

VENDOR APPLICATION & INFORMATION

For Passaic County Fair Team ONLY:

<i>Payment Type</i>		<i>Amount:</i>	
<i>Received By:</i>		<i>Date:</i>	
<i>Tent & Flame Permits (If Applicable)</i>		<i>Board of Health Permit (If Applicable)</i>	

Additional Notes:



Friends of Passaic
County Parks, Inc.

PASSAIC COUNTY FAIR 2023

Vendor Fees

GENERAL FEE INFORMATION:

- A 50%, non-refundable deposit is due with your application.
- The balance/all vendor fees need to be made in full by **Wednesday, July 12, 2023.**
- Vendor fees are accepted by cash, check, or money order.
- **All fees noted above are based on four (4) full days of vending.**

FEE BREAKDOWN:

FOOD VENDORS – Food trucks, tent cooking, businesses selling both desserts and general food items.

<u>Space</u>	<u>Description</u>	<u>Price</u>
10 x 10	Tent Only	\$600.00
10 x 20	Tent /Trailer	\$700.00
20 x 20	Trailer/Food Truck	\$825.00
20 x 40	Double Space	\$1,200.00

BEVERAGES & DESSERTS – Ice cream, Lemonades, Funnelcakes, etc. ONLY

<u>Space</u>	<u>Description</u>	<u>Price</u>
10 x 10	Tent Only	\$300.00
10 x 20	Trailer/Food Truck	\$425.00

MERCHANDISE & INFORMATION VENDORS

<u>Space</u>	<u>Price</u>
10 x 10	\$300.00
20 x 20	\$600.00



Friends of Passaic
County Parks, Inc.

PASSAIC COUNTY FAIR 2023

Vendor Fees

NON-PROFIT ORGANIZATIONS

Non-profit organizations are required to pay vendors fees. The Fair is the largest fundraiser for the Friends of Passaic County Parks, Inc., a non-profit organization. All proceeds from the event will benefit park programs and park improvements for County residents.

<u>Space</u>	<u>Price</u>
10 x 10	\$150.00
20 x 20	\$250.00