



14th Annual Jubilee
SUNDAY, APRIL 29, 2012
12 noon – 5:00 pm Rain or Shine

Guidelines for ALL exhibitors and non-profits

Thank you for your interest in Lawrenceville Main Street's 14th Annual Jubilee. We look forward to your participation. The Lawrenceville Main Street Annual Jubilee is a wonderful opportunity for our community to gather and share in an afternoon filled with games, face painting, live music and entertainment, great food, kid's events, a pie eating contest, moon bounce, pony rides, and much more. It is also an outstanding way for local organizations and businesses to share knowledge of their services with the community. If you are interested in representing your business or organization at this year's Jubilee, kindly read the guidelines below and fill out the attached application and mail to the Lawrenceville Main Street office along with your applicable vendor fee.

Application Deadline: April 20, 2012

Exhibitors Please Read:

- Exhibit space is 10' x 10'
- Vendors may not sell promotional items – only as giveaways.
- Vendors may only sell items that are hand-made or hand-crafted.
- All FOOD VENDORS must obtain a current Lawrence Township food permit no later than 4/20/2012.
- Food permits are available at Lawrence Township through the Health Dept. 609-844-7089 (Aimee Laundau).
- Food Vendors must follow the "Temporary Food Guidelines" established by the Township.
- Running water will NOT be available at booth.
- Power will NOT be available at booth.
- If you require a pop-up tent, table or chairs they are available at an additional charge and **must** be pre-ordered. (see attached application for fees)
- Payment in the form of check/ money order/credit card is due with application no later than April 20th.
- Questions concerning your participation can be addressed through Executive Director: director@lawrencevillemainstreet.com phone at 609-219-9300.
- Application fees are NON-REFUNDABLE.
- Event will take place Rain or Shine.

**Lawrenceville Main Street is a volunteer-led organization dedicated to fostering a sense of community and continuing the revitalization of our historic downtown area by organizing events, building partnerships, cultivating the business environment and enhancing the physical setting of the Village of Lawrenceville.*



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VENDOR APPLICATION

Application fees are NON-REFUNDABLE and are due by: April 20, 2012

PRINT CLEARLY AND COMPLETE ALL AREAS

Business Name			Today's date / /
Participant's Name:			Signature
Business Address:			
Telephone #	E-Mail Address		
Fax #	Cell Phone # (day of event)		
No. of Spaces Required	ITEM	Fee	TOTAL
	10'X10' space (<u>food vendor</u>)	\$75.00 each	
	10'X10' space (<u>non-food vendor</u>)	\$50.00 each	
	6' Table	\$12.00 each	
	Folding Chair(s)	\$ 2.50 each	
	Tent Rental 10x10 pop-up	\$100.00 each	
	I will provide my own 10x10 tent		
	I will provide my own table(s)		
	I will provide my own chair(s)		
		TOTAL	

PAYMENT: Cash, Check or Money order Payable to: "Lawrenceville Main Street" - Jubilee

Credit Card Number _____ Exp. Date _____

Name on Card _____

MAIL APPLICATION/PAYMENT TO: Lawrenceville Main Street, 17 Phillips Ave, Lawrenceville, NJ 08648

Vendor Set-Up: Will begin at 10:00 am. We ask that all vendors be completely set-up by 11:30am
Directions: Available at: www.lawrencevillemainstreet.com
Location of Jubilee: The Village between Gordon & Phillips Avenue (Route 206)
Questions: Contact: Executive Director at director@lawrencevillemainstreet.com or 609-219-9300.

Please read and initial each block or write N/A:

I will be selling the following <u>food(s) or handmade items</u> at my booth:	
I will abide by all the rules and regulations set forth by the Township of Lawrence and Lawrenceville Main Street.	I understand that NO food or beverage will be SOLD at my booth unless I have obtained a food permit through Lawrence Township.
Tents, tables, & chairs must be pre-ordered if required. These items will NOT available day of event.	Food permits are available for a nominal fee at Lawrence Township Municipal Building through the Health Dept. 609-844-7089 (Aimee Landau).
Running water and power is <u>not</u> available at booth.	I understand that I must follow the "Temporary Food Guidelines" established by the Lawrence Township.
I understand the Jubilee will take place Rain or Shine.	
My Payment is enclosed and I understand it is non-Refundable.	