

Township of Harrison Recreation Department

114 Bridgeton Pike, Mullica Hill, NJ 08062

Office (856) 223-8777 Fax (856) 478-6287

Email: htrec@harrisontwp.us



TO: **All Food/Beverage Vendors**
FROM: Sharon Chew, Recreation Coordinator
RE: **Harrison Township Day – Saturday, May 5th, 2012** (Rain date- Sunday, 5/6)
LOCATION: Ella Harris Park – Commissioners Road, Mullica Hill, NJ 08062

On behalf of the Harrison Twp. Recreation Commission, I would like to invite you to participate in "Harrison Township Day". Below is a food/beverage vendor registration form.

1. Set-up on Friday evening if possible or plan to arrive Saturday morning by 8:30AM
 2. All vendors must be open for business and present at their space from 10AM-9:30PM.
 3. All vendors must leave their spaces clean of debris.
 4. All vendors must provide a **current inspection form** by the Gloucester County Health.
 5. All vendors must provide a **"Certificate of Liability Insurance"**.
 6. All vendors must apply for **"Fire Inspection Permit"**. (Tom Mason: 609-685-1644)
 7. The Recreation Commission reserves the right to approve or deny any registration form.
- If any of the required forms above are not received prior to the event, you will forfeit your deposit and participation at event. You will not receive a reminder call. This is the vendor's responsibility to submit required forms & deposit in a timely matter.

If you have any questions, please feel free to contact me, 8:30AM to 4:30PM, Monday through Friday at 856-223-8777 or via email at htrec@harrisontwp.us.

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Harrison Township Day

Saturday – May 5th, 2012

10:00 A.M. – 9:30 P.M.

FOOD VENDOR REGISTRATION

FOOD VENDOR NAME: _____

CONTACT PERSON: _____ HOME PHONE: _____

ADDRESS: _____ CITY/STATE: _____ ZIP: _____

EMAIL ADDRESS: _____ CELL PHONE : _____

COMPLETE LIST OF FOOD ITEMS: _____

A \$100.00 DEPOSIT is required along with REGISTRATION FORM, CERTIFICATE OF INSURANCE, & CURRENT INSPECTION FORM (no later than April 27th, 2012. All food/beverage vendors are required to give 20% of the proceeds back to Harrison Township Recreation Commission within one week of event. We limit our food/beverage vendors and depend on their honesty. Thank you in advance for your participation. We are looking forward to another great event.

SIGNATURE OF AGREEMENT

EACH VENDOR WILL BE RESPONSIBLE FOR HIS/HER OWN EQUIPMENT. The Township of Harrison will not be responsible for any loss or damage that may occur to the vendor or his/her property from any cause while said persons are on township property.