



41st Annual

Ellwood City Festival 2023

Fri June 30
Sat July 1
Sun July 2

PO Box 176, Ellwood City, PA 16117-0176

ellwoodfestival@gmail.com http://www.ellwood-city-festival.net

2023 REGISTRATION FORM FOOD DIVISION

General Chair: Raylene Boots 724-971-7784

Food Chair: Gabby Gretch 724-614-3976

BOOTH # _____

FOR OFFICE USE ONLY	
DATE	_____
CHECK	_____
SPACES	_____

NAME OF THE NON-PROFIT _____ (no business names please)

CONTACT PERSON _____ PHONE _____ (home) _____ (cell) _____

CONTACT PERSON ADDRESS _____ CITY _____ STATE _____ ZIP _____

EMAIL ADDRESS _____

PA STATE SALES TAX NUMBER _____

ATTENTION: A copy of your Insurance Policy must be enclosed; if a commercial vendor, Safe-Serve Certification also!

DID YOU PARTICIPATE IN THE 2022 FESTIVAL? YES _____ NO _____

IF YES, DO YOU WANT THE SAME LOCATION AS LAST YEAR? YES _____ NO _____ IF YES, BOOTH # _____

FOOD VENDORS ARE LIMITED TO 6 ITEMS PER BOOTH: 1. _____ 2. _____

3. _____ 4. _____ 5. _____ 6. _____

APPLIANCES YOU WILL USE: _____ HOT OIL FRYERS? _____ REFRIGERATION TRUCK? _____ ICE? _____
(To help defray the cost of electric, an additional \$40 charge will be assessed for refrigeration trucks.)

If your non-profit does not prepare and sell its own food, indicate the name and phone number of the caterer/business below.

PLEASE NOTE:

- YOU MUST CHECK IN ON THURSDAY, JUNE 29, 2023 BETWEEN THE HOURS OF 8AM – 8PM BEFORE SETTING UP, TO RECEIVE YOUR PARKING PASS AND INFORMATION PACKET. The check-in point will be at a picnic table at the corner of the park nearest the pool. Tear down is on Sunday evening after 8PM and on Monday, July 3, 2023 prior to 12 noon.**
- Driving on the park grounds is prohibited. You may unload around the perimeter of the park on the street.
- Booths must be OPEN all three days of the Festival from 11AM – 10PM. On Sunday, you may open early for the 10 am church service.
- All entries MUST be received by May 15, 2023 and participants will be charged a fee of \$600.00 if you have a space in the MAIN SHELTER area. If received after May 15, 2023, the FEE is \$650.00. We will do our best to place you in the same place as last year.
- All entries NOT IN THE MAIN SHELTER AREA BUT WITH ELECTRIC MUST be received by May 15, 2023 and participants will be charged a fee of \$350.00. If received after May 15, 2023, the FEE is \$400.00. We will do our best to place you in the same spot.
- NEW & OPTIONAL: Bales of straw CAN BE PURCHASED AHEAD OF TIME. You want _____ bales at \$10.00 each for a total of _____.**
- Unacceptable entries will be promptly returned.
- No booth refunds after May 31, 2023. Requests for refunds must be submitted in writing to the General Chairman.
- ONE complimentary parking pass is issued per one vendor application; this pass is for EITHER Riverside Drive OR LONG-TERM parking. If more than two passes are needed, additional passes may be purchased.**
- All food sales must be within the area of your booth, not outside the booth.
- Prices for all foods must be posted clearly and conveniently.
- Non-profit organization must also be posted clearly.
- Food items offered by vendors may be limited to avoid excessive duplication. These will be dealt with on a case by case basis, and if a vendor is denied the opportunity to sell a certain item, the vendor will be notified in a timely manner and if the vendor wishes to withdraw, the fee will be promptly refunded.
- All food regulations as published on the website apply.
- Fire extinguishers and garbage bags must be provided at your expense.
- Sales from vans or concession-type trailers are permitted only with special prior permission (these numbers are limited).
- All entries should be received by May 15, 2023. If you participated in last year's festival, we will do our best to locate you in the same approximate area. **If your application is received AFTER May 15, 2023, it is based on space available.**
- No food booth refunds will be issued after May 31, 2023 & requests for refunds must be submitted in writing to Chair.
- Signage above the booth will be limited to no more than 12 feet above the ground. **CONTINUED ON THE NEXT PAGE...**

TRAVELING IN A MOTOR HOME OR TRAILER? YES _____ NO ____
WILL YOU BE STAYING OVERNIGHT IN THE PARK(\$100)? YES __ NO __
LENGTH OF MOTOR HOME _____ FT _____ AMPS
_____ VOLTAGE

FEE FOR OVERNIGHT ACCOMODATIONS IS: **\$100.00** *First Come. First Served. Limited Number of Spaces Available.*

Registration fees: Please enclose fees AND copy of insurance policy with this form. If for any reason your application is rejected, your fee will be returned. You will be contacted by phone with your booth assignments.

\$600.00 - Booths located in shelters. If received after May 15, \$650.00

\$350.00 - Booths with 110-volt service 16x16. \$400.00 after May 15, 2023.

PLEASE MAKE CHECKS OUT TO ELLWOOD CITY FESTIVAL.

*Participants with oversized tents must rent 2 spaces.
Need more space? Rent an additional space!

I understand by signing my name to this application that I have read and agreed to abide by the published rules and regulations of the Ellwood City Arts, Crafts, Food, and Entertainment Festival. NOTE:: A \$50.00 non-refundable fee will be charged for checks returned for insufficient funds.

TOTAL ENCLOSED _____ SIGNATURE _____ DATE _____

NEW FOOD VENDOR DONATION POLICY RULES:

1. ALL food vendors **MUST** have their donation to their non-profit **BEFORE** August 1, 2023.
2. ALL non-profit organization **WILL BE** called August 1, 2023 by the General Chair and/or Food Chair.
3. If your non-profit has **NOT** received your donation by August 1, 2023, you will **NOT be permitted back to the ELLWOOD CITY FESTIVAL.**

NOTE: We have created a running list of food vendors, their non-profits, and their contact information, and keep in contact with non-profits. We will continue to do so for Festival 2023 and beyond. Please keep an organized copy of your non-profit name, contact information, and check/number.

SIGNATURE _____ DATE _____