



HARP's Santa in the Park Event 2023

Vendor Letter

Dear 2023 Vendor:

Get ready for our 1st ever Santa in the Park Event! This event will take place on Friday, December 15, 2022 from 6:00pm-9:00pm. Included in this event are time slot for families to preregister to visit with Santa (6:30pm-9:00pm), Holiday Tree Decorating Contest (6:30pm-8:30pm) and indoor Vendor Fair (6:00pm-9:00pm). Set-up is from 4:00pm-6:00pm and every vendor will have a designated area. If you need to make arrangements for a different set-up time, please contact us.

Vendor space is available at the following rates: \$10.00 for the first 10x10 space with a 6 ft table (any additional space would be \$5 per space).

We reserve the right to approve all applications to enable us to provide a variety of merchandise and food for family fun. Vendor registration will be accepted on a first come first serve basis due to a limited number of spots. You must return your contract with payment by December 10, 2023 to guarantee a spot. Please contact HARP at (717) 993-2255 or email at info@harp-online.org if you have any questions.

We ask that you please follow all CDC guidelines that may be in place at the time of this event to ensure the communities safety as well as your own.

Remember-You keep all your profits. Come celebrate the holiday season with us while meeting the people in our community and making a profit.

Thank you,

Rick Kerns
HARP Director

HARP 2023 Vendor Agreement

Hopewell Area Recreation & Parks (Sponsor) and the individual/Organization or business described in Article I below (Vendor) agree that subject to the terms and conditions of the Agreement, Vendor shall sell and / or exhibit only the products, services, and information specified and approved in Article 1, Paragraph 2 at Santa in the Park, an event which the Sponsor co-ordinates in Stewartstown, PA on Friday, December 15, 2023 from 6:00PM to 9PM.

Article 1

Individual/Organization or Business Name	
Contact Person	
Street Address	
City, State, Zip	
Telephone	work home email

Description of product(s), service(s), and information that will be offered in your booth.

For-Profit Organization

Non-Profit Organization

Do you need electricity? No Yes There is an additional charge of \$10.00.

Article 2 Terms and Conditions

Read carefully; fill in the blanks, sign and return.

1. This agreement must be completed and signed by Vendor and returned to Sponsor on or before December 10, 2023 with the appropriate fees and shall not be in effect until accepted and signed by Sponsor.
2. Vendor agrees to abide by the rules and regulations for the Santa in the Park Event and any changes there to shall be provided to Vendor prior to the start of event.

3. Vendor agrees to sell only those products listed and approved by Sponsor on page I of this agreement.
4. Vendor is responsible for supplying its own personnel, signs, etc. and for maintaining all liability insurance and any other insurance that may be necessary.
5. Vendor is responsible for breaking down all trash/boxes resulting from booth set-up and operation. You may place this trash in the trash cans located throughout the event.
6. Sponsor is not responsible for Vendor's property.
7. Vendor agrees to indemnify and hold Sponsor, Sponsor's officers, volunteers and anyone associated with Sponsor harmless from any and all loss or damage to Vendor, Vendor's employees or another person on Vendor's property attributable to any act or omission of Vendor or Sponsor.
8. Vendor agrees to abide by all Boroughs, state and federal rules applicable to it and its activities at the Santa in the Park Event, including but not limited to all CDC guidelines in place to ensure the safety of the community and our vendors at the time of the event.
9. This event may be held Rain or Shine and it's the Vendor's responsibility to be fully prepared for inclement weather.

Article 3 - Termination

Sponsor reserves the absolute right to terminate the Agreement in the event Vendor sells or attempts to sell any product or service other than those specified in Article 1 or breaches any of the regulations for the Santa in the Park Event. In the event the Sponsor terminates the Agreement, Vendor shall immediately cease any activities at the Santa in the Park Event and remove all equipment, personnel and other property from the event venues and forfeit all fees paid to Sponsor.

Article 4 - Fees

For-Profit - \$10.00 for 10ft. x 10ft.space & Non-Profit Vendors- \$5.00 for 10ft. x 10ft.space
 Each additional! 10 ft. x 10ft. space is \$5.00.

All funds for space must accompany this application/agreement. Cancellation penalties: Prior to 50 days-full refund. 50 to 30 days prior-50%, cancellation 29 to 0 days prior-no refund.

Vendor requires _____space(s).

Total amount accompanying application/agreement \$ _____

Sign and date agreement and mail with your check made payable to HARP at:

HARP
 P.O. Box 959
 Stewartstown, PA 17363

Questions? Call HARP at (717) 993-2255 or email at info@harp-online.org.

Date of Agreement: _____

Date of Acceptance: _____

Vendor: _____

By: _____

By: _____

Confirmed _____

