

# Nineteenth Annual Adams County Heritage Festival

Date: Sunday, September 19, 2010  
Location: Gettysburg Recreation Park  
Time: 12 noon until 5 pm



## Application form for Crafts & Other Vendors

Your name \_\_\_\_\_

Your organization's name (if applicable) \_\_\_\_\_

Mailing address \_\_\_\_\_

Phone (day) \_\_\_\_\_ (evening) \_\_\_\_\_

FAX \_\_\_\_\_ email \_\_\_\_\_

- Yes, I/we want to participate in the Nineteenth Annual Heritage Festival. Please sign me/us up for the booth (\$30 fee) listed below.

Crafts or Artwork to sell (please describe): \_\_\_\_\_

\_\_\_\_\_

Other (please describe): \_\_\_\_\_

\_\_\_\_\_

DO YOU NEED ELECTRICITY?  Yes  No

Please bring your own heavy-duty outdoor extension cord. Since there are a limited number of electrical outlets, access to electricity will be on a first-come, first-served basis.

Employee Tax-ID Number (EIN) or Social Security Number \_\_\_\_\_

Pennsylvania Sales Tax License Number \_\_\_\_\_

**Note:** Vendors, including vendors of food sold for consumption at the Festival, are required to obtain a Pennsylvania sales tax license and to withhold 6% PA State Sales Tax. If you need help in applying for a license, or are uncertain whether you need one, please contact your PA State Representative (the office of Representative Dan Moul of the 91<sup>st</sup> District may be reached at 717-334-3010) or the PA Department of Revenue (717-845-6661).

For more information, email [achf@icpj-gettysburg.org](mailto:achf@icpj-gettysburg.org) or visit <http://www.icpj-gettysburg.org/festival.htm>

*Please read the regulations and sign the release on the other side.*

## Regulations:

### General

1. All set-ups must be completed NO LATER THAN 11:00 AM.
2. All participants should unload and then park their vehicles. No vehicles will be allowed in the Festival area between 11:00 am and 5:00 pm.
3. All participants should be prepared to stay until 5:00 pm. Please do not begin taking down your booths and set-ups until 5:00 pm.
4. All participants will be sent a sign to be displayed on the windshield of their vehicles for parking and traffic control.
5. All participants will receive a map of the layout of booths, set-ups, and parking areas.
6. All entertainment, exhibits, and merchandise must be consistent with the purpose of the Heritage Festival.

### Crafts & Other Vendors

1. Cost of booth (10' x 10') for crafters and other vendors is \$30.
2. If you need a canopy, please bring your own.
3. Please bring a sign for your booth and the means for attaching it.

### Fees:

Booth (\$30) \_\_\_\_\_

**TOTAL enclosed** \_\_\_\_\_

### Release

I/we the applicant(s) do expressly release the organizers of the Adams County Heritage Festival, the Borough of Gettysburg, the Adams County Arts Council, and the Interfaith Center for Peace and Justice and any individuals associated with these civic, governmental, and non-profit organizations from any and all liability for any damage, injury, or loss to any person or goods that may arise from the rental and occupation of exhibit space by the applicant(s) and agree to hold and save the Adams County Heritage Festival, the Borough of Gettysburg, the Adams County Arts Council, and the Interfaith Center for Peace and Justice harmless of any loss or damage by reason thereof.

I/we understand that my/our fee shall not be refunded in the event that I/we do not attend, unless I/we have notified the Adams County Heritage Festival prior to August 15, 2010.

I/we assume complete responsibility for collection and payment of Pennsylvania state sales taxes.

Signature(s) \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_

Please mail this form with your fee to:

**Adams County Heritage Festival**  
P.O. Box 3134  
Gettysburg, PA 17325

**Deadline:** August 15, 2010 (No refund after August 15, 2010)

If you have any questions, call (717)334-0752 or email [achf@icpj-gettysburg.org](mailto:achf@icpj-gettysburg.org)