

# DELAWARE RIVER OF THE YEAR FESTIVAL VENDOR APPLICATION FORM

## Monroe County Conservation District & Delaware River Sojourn

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MONROE COUNTY  
CONSERVATION DISTRICT

### VENDOR APPLICATION FORM

#### VENDOR INFORMATION

COMPANY / FIRM NAME as shown on Federal Tax Return		VENDOR ID. if applicable
ALTERNATE NAME if applicable / (doing business as)		TAX ID NUMBER FEIN OR SSN
POINT OF CONTACT NAME	TITLE	
VENDOR ADDRESS		
PAYMENT ADDRESS if different from address above		
PHONE	FAX	VENDOR EMAIL
TAX EXEMPT? Y or N	VENDOR WEBSITE	

#### ORGANIZATION TYPE

<input type="checkbox"/>	Corporation	<input type="checkbox"/>	Individual / Sole Proprietor	<input type="checkbox"/>	Government
<input type="checkbox"/>	LLC	<input type="checkbox"/>	Partnership / Limited Partnership	<input type="checkbox"/>	Non Profit

Please list all purchasing power that you accept (ie. Cash, Card, Venmo etc.)

## **PRODUCT INFORMATION**

**[please check all that apply]**

	Accessories / Jewelry		Outdoors Sporting Equipment
	Arts & Prints		Housewares
	Natural/Organic Products		Plants and Shrubbery
	Candles		Pets
	Ceramics and Pottery / Glass / Woodworking		Clothing
	Games / Entertainment		Food / Drink

## **PROMOTIONAL PRODUCT CATEGORY (DISREGARD IF YOU ARE NOT GIVING AWAY ITEMS)**

	Educational Information (Pamphlets, Cards, etc.)		Branded Items (Pens, Keychains, Sunglasses, etc.)
	Candy / Snacks		Health Items
	Raffle or 50/50		Everything Else (Please Specify)

## **DESCRIPTION OF YOUR PRODUCTS OR GIVEAWAYS**

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## **PRICE RANGE OF PRODUCTS**

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## **SOCIAL LINKS**

BLOG	
TWITTER	
INSTAGRAM	
ETSY	
FACEBOOK	
OTHER	

## ADDITIONAL COMMENTS / QUESTIONS

## DAY OF EVENT INFORMATION

HOW MUCH SPACE ARE YOU ASKING FOR? (EX. 10X10 FT)	WILL YOU BE USING A GENERATOR / POWER CREATION DEVICE? (Y/N) (IF YES WHAT IS THE SOUND LEVEL?)	WILL YOU REQUIRE A WATER SOURCE? (Y/N) (PLEASE NOTE: YOU WILL NEED YOUR OWN NOZZLE)
WILL YOU BE UTILIZING A TENT (THIS IS A RAIN OR SHINE EVENT) (Y/N)	ARE YOU INTERESTED IN BEING FEATURED ON THE FESTIVAL'S WEBSITE OR SOCIAL MEDIA? (Y/N)	WILL YOU HELP PROMOTE THE FESTIVAL TO YOUR CUSTOMER BASE OR THROUGH YOUR CHANNELS? (Y/N)

## ADVERTISING

If interested in being included in online event updates or event advertising, please include your website link and a high-resolution file of your logo.

## SETUP AND TAKEDOWN

Minisink Park will be open for set up starting at 12:00pm on June 18<sup>th</sup> for check-in and setup. All vendors must complete their setup by 2:00pm. (If more time is needed for set up please make prior arrangements). After unloading, all vendor vehicles must be moved to a designated parking area UNLESS prior authorization is given. All vendors must be off park property by 9:30pm.

## ADDITIONAL INFORMATION

Monroe County, Monroe County Conservation District, Smithfield Township and any other partner entities cannot be held responsible for any lost or stolen items.

Vendor Applications will be considered based on theme, number of spaces available and relevance to the festival. We strive to maintain a balance and diversity in vendors and stall offerings. All applications and products are reviewed by a voting committee to ensure that we maintain this balance. Our goal is to keep standards high and promote a safe, informative and fun festival. Thank you for your interest in Monroe County's 2025 Delaware River of the Year Festival!

## FINALIZATION

Vendor/Exhibitors signature: \_\_\_\_\_

Deadline for applications is **May 16, 2025**.

Please note: Space is limited so available spaces will be filled on a first come first served basis.