



POCONO FOOD TRUCK FESTIVAL CRAFT VENDOR APPLICATION

- WHERE:** Shawnee Mountain Ski Area
401 Hollow Road, East Stroudsburg, PA 18301
- WHEN:** Saturday & Sunday, October 5-6, 2024
11:30 am to 5:00 pm both days
- SET-UP:** **Day before event** – Friday, October 4, 2024 from 11:00 am to 6:00 pm
Day of event – Saturday, October 5, 2024 from 7:00 am to 10:00 am
*All additional vehicles **MUST** be moved out of the festival grounds by 10:00 am on the day of the festival. Necessary inspections will begin prior to opening.*
- DEADLINE:** All applications must be submitted by September 1, 2024.
- VENDOR SPACE:** Booth space is limited to a single 12'x12' booth (including all wires, stakes, poles, etc.) with a good roof that can withstand wind, rain and other inclement weather. Come prepared for all types of weather. You must secure your booth in case of windy conditions. All items being sold or displayed must be contained in booth space.
- ELECTRICITY:** Vendors must list all electrical connections on application. Electrical arrangements must be made prior to your arrival. 15 amp/110 volt only. Last minute electrical changes will not be accepted. All generators must be approved by Ski Shawnee, Inc.
- WEATHER:** The festival will not be cancelled because of rain. This is an outdoor event; be prepared for any type of weather. Tents, canopies and pop-ups must be secured to withstand the weather.
- CERTIFICATE OF INSURANCE:** A current Certificate of Insurance is required for all vendors naming Ski Shawnee, Inc. as an additional insured. Certificate of Insurance is required before set-up.
- REQUIREMENTS:** The exhibitor will be responsible to be open during the entire festival. You cannot vacate early. Your booth must be neat, attractive and well-maintained. Signage with visible and clear pricing is required. You are responsible for setting up, maintaining and removing your own booth, merchandise and trash.
- CONTACT US:** Nancy Fish – Festival Vendor Coordinator
Phone: 570-421-7231 ext. 255
Fax: 570-421-4795
Email: nfish@shawneemt.com
Mailing Address: Shawnee Mountain Ski Area
PO Box 339, Hollow Road
Shawnee-on-Delaware, PA 18356
Attn: Festival Committee
- APPLICATION CHECKLIST:** Please mail, fax or email the following items for approval:
- Application
 - Payment
 - Affirmation & Liability Release
 - Certificate of Insurance
 - Photo of your booth / any high-quality photos for our website and advertising

KEEP THIS COVER SHEET FOR YOUR INFORMATION



POCONO FOOD TRUCK FESTIVAL CRAFT VENDOR APPLICATION

Business Name: _____

Contact Name: _____ Phone: _____ - _____ - _____

Street or PO Box: _____

City: _____ State: _____ Zip: _____

E-mail Address (required): _____

Nature of goods to be sold: _____

Number of vehicle passes (max 2): _____ Anticipated date & time of set-up: _____

Do you have (please circle): Facebook, Twitter, Instagram Hashtag: _____

The deadline is September 1, 2024. Vendor hereby requests permission to display and sell the products and/or services listed above. Further, the POCONO FOOD TRUCK FESTIVAL, (PFT) and Ski Shawnee, Inc. (SSI), reserves the right to approve any product/item a vendor may wish to sell or dispense as well as limit the number of concessions selling the same product/item. DO NOT bring items to the Festival unless previously approved. On the day of the Festival, our standards committee will be monitoring compliance.

I have read and understand and will abide with POCONO FOOD TRUCK FESTIVAL general information, procedures, rates and conditions.

By signing this application, I acknowledge that the Festival is subject to various weather conditions and state and federal safety and health regulations. No refund of application fees. Exhibits must remain open until closing.

Applicant Signature: _____ Date: _____

Please Print Name: _____

The above named has read and understands the general information, procedures and conditions and seeks admission as a concessionaire.

Ski Shawnee, Inc. reserves the right to refuse any application. Submission of this application does not guarantee a space.



POCONO FOOD TRUCK FESTIVAL CRAFT VENDOR APPLICATION

_____ 12'x12' Vendor Space	\$100.00	=
\$150 if paid after September 23, 2024		\$ _____
_____ Electricity (15 amp/110 volt only)	\$60.00 (per line)	=
Extension cords & lights not provided		\$ _____
Above 15 amps or 110 volts, contact Josh Urciuoli @joshua@shawneemt.com		
Total Amount Enclosed		=
		\$ _____

NOTE: Electrical arrangements must be made prior to your arrival. Last minute electrical changes will not be accepted. **(NO GENERATORS PERMITTED EXCEPT WITH SSI AND PFT APPROVAL!)**

PAY BY CHECK

Please make all checks payable to **Ski Shawnee, Inc.**

Mail to:

Shawnee Mountain Ski Area
PO Box 339, Hollow Road
Shawnee on Delaware, PA 18356
ATTN: Festival Committee PFT

PAY BY CREDIT CARD

By supplying the following information, your credit card will be charged for the full fee, as per your application, upon your acceptance as a Vendor at the POCONO FOOD TRUCK FESTIVAL on October 5-6, 2024.

Business Name: _____

Please Circle: Visa MasterCard American Express Discover

Name on Credit Card: _____

Card #: _____ Exp: _____ / _____

Security Number: _____

Billing Address of Credit Card: _____

Phone Number: _____

Authorized Signature: _____

If you are not accepted for the Festival your payment will be returned by September 27, 2024.



AFFIRMATION & LIABILITY RELEASE

I, _____, hereby affirm that I have been well advised and thoroughly informed of the inherent hazards and policies of the event. I know that by participating in the **2024 POCONO FOOD TRUCK FESTIVAL**, I am exposing myself to certain known and unknown liabilities in my direct and indirect actions with the public and invitees of this event. I also understand that if I choose to hire help for the event, that I am directly responsible for their actions or injury. I hereby personally assume all risks associated with my voluntary participation in this event for any harm, injury or damage that may befall me or any employee or temporary help, as a result of my participation, whether foreseen or unforeseen.

I understand and agree that Ski Shawnee, Inc. located in Monroe County in the state of Pennsylvania, their members and/or directors and officers may not be held liable in any way for any occurrence in connection with my participation in the **2024 POCONO FOOD TRUCK FESTIVAL** that may result in injury, death, or other damages to me or my family, heirs, or assigns, and in consideration of being allowed to participate in this event, I hereby personally assume all risks in connection with said event for any harm, injury, or damage that may befall me, including all risks connected therewith, whether foreseen or unforeseen; and further to save and hold harmless said event and persons from any claim by me, or my family, estate, heirs, or assigns arising out of my participation in this event.

I further state that I am of lawful age and legally competent to sign this affirmation and release, or that I have acquired the written consent of my parents or guardians; that I understand the terms herein are contractual and not a mere recital; and that I have signed this document of my own free will.

It is my intention by this instrument affirmed by my signature below to exempt and release **2024 POCONO FOOD TRUCK FESTIVAL** and Ski Shawnee, Inc., their members, directors and officers from all liability whatsoever for personal injury, employer's liability and workers' compensation, property damage or wrongful death arising out of or in the course of my participation in this event.

I HAVE FULLY INFORMED MYSELF OF THE CONTENTS OF THIS AFFIRMATION AND RELEASE BY READING IT BEFORE I SIGN IT.

Company Name

Signature of Participant

Date

Print Name