



Application for Food Vendor Space
at the 31st Annual
Rotary/Kiwanis
Caldwell Street Fair



Sunday October 1, 2023 Noon–5PM

There is a **FIRM DEADLINE** for applying this year. See below:

Deadline to **RECEIVE** your Food Vendor and
(if required) **Fire Safety Permit Applications** (attached)
is SEPTEMBER 26, 2023.

**Any applications received after SEPTEMBER 26, 2023
WILL NOT BE ACCEPTED—NO EXCEPTIONS.
PLEASE submit your application(s) early**

MAIL your completed Food Vendor Application and full payment to:
Caldwell Street Fair, PO Box 186, Caldwell, NJ 07006
(Payment due on submission of your application)

VENDORS BEFORE YOU MAIL IN YOUR APPLICATION:

- Have you completed the form in full and signed where indicated?
- Have you enclosed a check, payable to the Rotary / Kiwanis Caldwell Street Fair?
- Have you included the required Insurance Rider with the Rotary / Kiwanis Caldwell Street Fair and the Borough of Caldwell as additional insureds?

MAIL / FAX / EMAIL your Caldwell Fire Safety Permit Application to:

Caldwell Fire Prevention Bureau, 30 Roseland Ave., Caldwell, NJ 07006

Fax: 973-226-9142 / [Email: fireofficial@caldwell-nj.com](mailto:fireofficial@caldwell-nj.com)

(Payment due the day of the fair)

PLEASE BE ADVISED THAT IT IS YOUR RESPONSIBILITY TO FOLLOW UP WITH THE CALDWELL FIRE SAFETY PREVENTION BUREAU TO CONFIRM RECEIPT OF AND/OR ANY ISSUES WITH YOUR FIRE SAFETY PERMIT APPLICATION

We look forward to seeing you on October 1, 2023



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Page 2 – your vendor application:

- **BOOTH SIZE SPACE: 15 WIDE X 10 DEEP** (curbside area)
Food space 15x10 # needed _____ @ \$200.00 (for 1 space) \$150.00 (Each Additional Space) \$ _____
 - **FOOD TRUCK SPACE: 30 WIDE X 10 DEEP** (2 spaces of curbside area)
Food TRUCK space 30x10 # needed (limit 2) _____ @ \$350.00 (per space) \$ _____
 - **ELECTRICITY** (limit 15 amp) add \$50 per hook-up \$ _____
 - **LATE APPLICATIONS**—AFTER August 31, add \$50 \$ _____
- Grand Total** \$ _____

AFTER SEPT. 12– Only Cash or Money Order applications can be submitted.

SEPTEMBER 26, 2023 IS THE DEADLINE TO SUBMIT YOUR VENDOR AND FIRE SAFETY PERMIT APPLICATIONS. FIRE SAFETY PERMIT APPLICATIONS ARE SUBMITTED DIRECTLY TO THE FIRE MARSHALL. APPLICATION SUBMISSIONS AND/OR ATTEMPTS TO REGISTER AFTER SEPTEMBER 26, 2023 WILL NOT BE CONSIDERED OR ACCEPTED.

Prohibited Items and Transactions include:

- Gas powered generators
- Hamburgers and hot dogs—Exclusive to Rotary/Kiwanis
- The selling of **ALL** raffle tickets
- Solicitation in any form during the Fair
- Selling of anything other than your listed food items is prohibited
- Roving vendors
- Costumed individuals without permit

To be approved, you must submit proof of liability insurance with your application. • The amount must be at least \$1,000,000 of combined single limits (CLS.) including product coverage. • You must obtain a fire safety permit if using open flame and/or deep fryer the day of the fair. • **If you do not submit a Caldwell, NJ Fire Safety Permit Application to the Fire Marshall by September 26, 2023, you will forfeit your space without refund.**

The Street Fair Committee reserves the right to deny any application that does not conform to these guidelines.

*Required
 *Name: (print) _____ *Company: _____
 *Address: _____ *City: _____ *State: _____ *Zip: _____
 *Phone: (print) _____ Fax: (print) _____ *Email: _____

Comments and Requests: _____

RAIN DATE: Every effort will be made to have the fair. If weather causes the fair to be cancelled, there will be no rain date or refunds. Although we cannot guarantee assignment of specific spaces after July 15, if you want the same space you had last year, **YOU MUST list the number here >>** _____ and we will do the best we can to accommodate you.

***Signature of Applicant:** _____ ***Date:** _____

Receipt of your application will be confirmed in writing. If this application is not accepted, your money will be returned. **No refund will be made for any other reason.** Proceeds from the sale of spaces will be used for charitable projects by the Rotary Club of the Caldells and the Kiwanis Club of Caldwell-West Essex.

Questions? Call: 973-618-0660 or write: info@caldwellstreetfair.com

Please Make Checks Payable and Mail to: Rotary/Kiwanis Caldwell Street Fair, P.O. Box 186, Caldwell, NJ 07006