

February 2017



Hello TOMATO Enthusiast and Vendors!

Back by popular demand, the West Cape May Tomato Festival returns to Wilbraham Park at the corner of Sunset & Broadway on September 2, 2017. We will celebrate the Jersey Fresh Tomato and the end of the summer season! Festivities are planned to begin at 9:00 AM and continue until 5:00PM. Proceeds from this quirky event benefit the WCM Shade Tree Commission in their endeavor to protect & improve the tree canopy of WCM. Come on out and be a part of the spirit of community!

In an effort to amp up the Tomato theme, we are **requiring** ALL vendors to include something **TOMATO related** at your booth. Use your imagination, decorate, include tomato merchandise or prepare a special tomato delight! Applications for the WCM TOMATO Festival will be reviewed for acceptance. Any applicants who are not accepted will receive a full refund.

The Application Process:

1. Complete the enclosed application and agree to comply with all government regulations and fees including Insurance, Dept. of Health, Fire, Sales Tax and any other regulation applicable to your business.
2. Juried arts and crafts, local merchandise, clothing, antiques and collectibles, food.
Photos must be included with new vendor applications. **No flea market merchandise**
3. Return your application with a check made payable to Borough of WCM Tomato Festival
4. Accepted Vendors will be notified by mail.
5. Any Vendor not accepted will be notified by mail & fee will be refunded.
6. There are no refunds for any other reason.

Important Insurance Update: Due to requirements of the Borough’s Insurance carrier, all vendors and non-profit groups will continue to be required to provide WCM Tomato Festival with evidence of *Liability* insurance, naming the following **additional named insured**:

Borough of West Cape May	WCM Tomato Festival	WCM Shade Tree Commission
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In the amounts as follows:

Home business type	\$100,000. Liability	May use homeowner Policy*
Non Profit / Charity type	\$300,000. Liability	
Business	\$1 million liability	

We have included sample copies of insurance certificate for your reference, including Commercial, Non Profit and Individuals.

****Please check with your insurance carrier for information on your specific needs.**

Any vendor who has previously provided a single certificate for all Borough sponsored festivals for 2017 (Farm Market, Tomato Festival, Lima Bean Festival) should include copy of original 2017 certificate with this application.

Please return completed application to:
West Cape May Tomato Festival
732 Broadway West Cape May, NJ 08204
(609) 884-1005 extension 115

About the SETUP:

1. Each space is at least 10'by10' and will have a 10' front. Tents are your option.
2. Tables must be covered to the ground and items attractively displayed.
3. Vendors are required to be 3 feet back from the walkway to accommodate foot traffic.
4. Food & art demos or working at your site is encouraged.
5. Set up must be completed by 8:30 am. No take down before 5pm.
6. Vendors are responsible to **TAKE AWAY** any packing materials and leave your space clean.

DO NOT USE PARK TRASH CANS FOR YOUR TRASH

The Rain Date is planned for 09/03/17, but **be advised that there are no refunds**, EVEN in the event of weather related cancellation on both days. **Information on postponement or cancellation may be obtained at 609-884-1005 extension 115 or westcapemay.us.**

Thank you and we look forward to seeing you at WCM TOMATO Festival!

Shade Tree Commission,
Organizers
West Cape May Tomato Festival

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2017 West Cape May TOMATO Festival
SEPTEMBER 2, 2017
Vendor Application



Rain date 09/03/17

Business/ Name _____

Mailing Address: Street/PO Box _____

City _____ State _____ Zip Code _____ County _____

Phone Business (____) _____ Home (____) _____ Cell (____) _____

Email Address _____

ALL Vendors, please list what TOMATO related food or item you will be selling, wearing or decorating with. _____

NEW VENDORS, non-returnable photos are required _____

Number of Spaces Requested _____ Wide end of Park @ **\$125 each**
 _____ Narrow end of Park @ **\$95 each**
 _____ ALL FOOD VENDORS @ **\$150 each**

Electrical Request (as available) _____ **\$10 each**

TOTAL Amount enclosed: _____

Each vendor will have at least 100 square feet.

Vendor locations will be marked on the sidewalk OR street the morning of the show.

Wilbraham Park is pie shaped and has no square spaces.

Be ready to accommodate an irregular space with some trees, etc.

All effort is made to give everyone a clear space. Requests for specific spaces are considered but not promised.

Product and General Liability Insurance Certificate(s) Please attach copy

I have read the attached *West Cape May Tomato Festival Information* letter dated 2/2017 and agree to adhere to the Regulations outlined within. **APPLICATION DEADLINE 08/25/2017**

Signature _____

Date _____

Office Use Only

Date Received _____ Check # _____ Amount _____

Insurance Certificate _____ Other _____

Approved 2017 _____ Notified _____

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