



Montgomery Township Autumn Festival  
1001 Stump Road  
Montgomeryville, PA 18936

Phone: (267)-649-7200  
Fax: (215)-855-6656  
[www.montgomerytwp.org](http://www.montgomerytwp.org)

### **Vendor Application**

We invite you to join us for our 20th Autumn Festival! This is a family-oriented community event that features amusements, fall crafts and activities, live music, business and craft vendors, food, and more. The Autumn Festival draws thousands of guests annually.

**Where:** William F. Maule Park @ Windlestrae (1147 Kenas Road, North Wales, PA 19454) - See below for rain location.

**When:** Saturday, October 15, 2022 from 12:00 Noon until 5:00pm. No Rain Date (see below for rain plans).

**Fee:** \$75 (businesses & for-profit); \$25 (non-profit – proof may be requested) – Fees are per space

**We provide:** 1 space (approximately 10'x15'), 1 six-foot table, 2 chairs

### **Additional information:**

- Applicable business insurance or non-profit status may be requested upon application review.
- Please arrive at 10:00am to set up and get situated before the event. All vehicles must be relocated to the parking lot prior to the event. Vehicles will be permitted to return after the event's end.
- Unloading and loading assistance will be provided before and after the event. If you must leave during the event, you are responsible for carrying materials to your vehicle.
- **Rain Location\*:** Montgomery Township Community & Recreation Center (1030 Horsham Road, Montgomeryville, PA 18936)
- Applications will be accepted per space available and are subject to review by Township Staff and the Autumn Festival Committee.
- Requirements and event logistics subject to change due to COVID-19 protocols at the time of the event.

We hope to see you there!

If you have any event-related questions, please contact:  
Angelina Capozzi, Community Recreation Program Director  
[acapozzi@montgomerytwp.org](mailto:acapozzi@montgomerytwp.org)  
(267)-649-7208

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Business & Craft Vendor Application – Form & Fee Due by **September 23<sup>rd</sup>**

<b>Vendor Name</b>	
<b>Fee</b>	<b>\$75 (businesses &amp; for-profit); \$25 (non-profit)</b>
<b>Contact Person for Day of Event</b>	
<b>Address</b> (Street, City, State, Zip Code)	
<b>Phone Number for Day of Event</b>	
<b>Email Address (REQUIRED)</b> <i>Most communication will be via email.</i>	
<b>Type of Display – Include any interactive activities, giveaways, etc.</b>  <b>(Food may not be sold at vendor booths. We do have a food vendor option)</b>	

Applications will be accepted per space available and are subject to review by Township Staff and the Autumn Festival Committee.

***Make check payable to Montgomery Township.*** Credit cards can be accepted – request invoice to pay online by emailing the contact below.

Giveaways, samples, prizes and raffles for those who visit your booth are permitted with prior permission from the Recreation Office. Applications are subject to review by the Township Staff. Montgomery Township reserves the right to request liability insurance.

By signing this form, I release Montgomery Township and any individual working on behalf of the Autumn Festival Committee from any liability. Please return the form to Montgomery Township in person or mail to: Montgomery Township c/o Angelina Capozzi, 1001 Stump Road, Montgomeryville, PA 18936. Any questions, please call (267)-649-7208 or email [acapozzi@montgomerytwp.org](mailto:acapozzi@montgomerytwp.org)

Signature\_\_\_\_\_

Date\_\_\_\_\_