



Vendor & Non-Profit Exhibit Display

Rules & Regulations

Saturday, September 17, 2016 at Freehold Raceway

Description of Event:

Indoor & Outdoor Open Space Pace Event at Freehold Raceway, New Jersey
Saturday, September 17th 2016 – Time: 11:00 a.m. until 7 p.m.
Free Admission to the public, All Day Entertainment
Attendance – Over 8,000

Information and Requirements: **Please read carefully**

Vendors \$150 (Checks made out to 'The Open Space Pace')

Non-Profits - FREE

Booth space fees: 6' x 8' with or without electricity

Payment is due with application. **Application Deadline is August 31st, 2016.**

Booth space with electricity is limited and available on a first come - first served basis. Vendor must specify 15 or 30 amp (4 circuits only). Vendors must provide their own heavy-duty extension cords (100 ft. minimum).

All vendor location requests will be considered on a first come - first serve basis and honored whenever possible.

You must provide your own tables, etc... This year we are considering a change to our vendor layout. This change would entail a tented vendor village at one end of the track.

We will work with vendors on space size if applicable

Please provide a detailed description of your booth items on the attached form (Attach an additional sheet if necessary) and, if possible, attach photos of sample items.

Vehicles will not be allowed in the Freehold Track area after 10:15a.m.. without permission of an Open Space Pace official and all vehicles must be removed from festival grounds by 10:15 a.m. Booths must be completely set-up by 10:30 a.m.

The Open Space Pace requests that all vendor booths remain open until 7 p.m.

Booths must be completely set-up by 10:30 a.m. The Open Space Pace requests that all vendor booths remain open until 7 p.m.

Vendors will have from 7 p.m. – 8 p.m. to pack-up and be off the Track grounds.

To prevent accidents or injury, any vendor wishing to leave early MUST notify an Open Space Pace official. With permission, booths that can be packed-up and "walked-out" will be allowed to do so. No vehicles will be allowed on the Freehold Track grounds before 7 p.m., without the permission and escort of an Open Space Pace official.

Vendors are responsible for leaving their vendor area in the condition that it was originally received, i.e. by removal of all debris such as boxes and trash.

Each applicant will receive a confirmation letter upon receipt of their application and a map and directions will be mailed prior to the event.

This event occurs rain or shine! Be prepared for wind, rain and/or heat/cold.

All vendor fees are non-refundable.

All vendors are required to sign attached registration form and waiver.

Please fill out and sign vendor registration form completely.

Absolutely no unattended vehicles may be left on the Freehold Track grounds the night before the Open Space Pace Event.

ABSOLUTELY NO alcoholic beverages may be brought into Freehold Raceway by Vendors for sale to the public.

Vendor Registration Forms must be returned by August 31st, 2016

3499 Route 9 North – Suite 3C – Freehold, New Jersey 07728

Email: theOpenSpacePace@gmail.com Phone: (732)-410-2873 - Abby
or (732)-410-2871 - Jake



Vendor Exhibit Registration Form

Saturday, September 17, 2016 at Freehold Raceway

Organization: _____

(Non-Profits organizations must provide valid NP EIN#)

Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Phone: _____ Cell: _____

Exhibit Display Description: _____

Booth Size: 6' x 8' Space Do you require electricity? Yes No

Electrical spaces are limited and reserved on a first come first serve basis. If you require electricity, please specify the amp information below:

15 amp (4 circuits only) 30 amp (4 circuits only)

Waiver: The Open Space Pace reserves the right to refuse any vendor application. Should this occur, the fee will be refunded. The Vendor shall defend, save and hold harmless the Town of Freehold, New Jersey, The Freehold Racetrack and Open Space Pace, their respective officers, agents, board members, staff, volunteers, sponsors and assigns from any claims, damages, losses, liability or expense which may arise, due to fire, accident, theft, weather, acts of God, vandalism or any other loss or injury whatsoever or not specifically described herein, whether past, present or future. Booths are not insured by Open Space Pace or any sponsoring agents. Vendors must make provisions for safeguarding their goods. Vendors must have replacement cost insurance for all personal property. Vendors assume full liability for the protection, care and maintenance of their property. **ANY VENDOR NOT HOLDING VALID LIABILITY INSURANCE, EXHIBITS AT THEIR OWN RISK AND ASSUMES ALL LIABILITY.**

Please sign to acknowledge that you have read all of the information, rules and regulations and agree to be bound by this contract.

Signed: _____ Date: _____

Print Name: _____

RETURN COMPLETED FORM BY August 31st, 2016

Tax deductible Contributions accepted:

Check or Money Order made payable to Open Space Pace or call with CC info

3499 Route 9 North – Suite 3C – Freehold, New Jersey 07728

Email: TheOpenSpacePace@gmail.com

Phone: (732)-410-2873 - Abby Goldberg
or (732)-410-2871 - Jake Fox