

# ..... DENVILLE FEAST OF ..... San Gennaro

**Sep 22, 2024**  
**12pm-6pm**

**McCarter Park**  
**100 Bloomfield Ave**  
**Denville, New Jersey**

## **NONPROFIT VENDOR GUIDELINES**

More detailed day-of information including space assignments, check-in locations, and vendor parking locations are emailed to confirmed vendors prior to the Festival.

*Presented by:*



### **WHO SHOULD APPLY:**

A nonprofit or community organization serving the area

### **FEAST OF SAN GENNARO REQUIREMENTS**

Organizations must agree to commit 2 volunteers for a 2-hour shift each to help at the event in exchange for a \$25 booth spot. We will reach out to you in August to gather their contact info and schedule their 2 hour shifts.

### **ON-SITE DETAILS**

- The Festival is open from 12pm-6pm on Sep 22, 2024. The rain date is Sep 29, 2024.
- No refunds provided.
- No power is available, and no generators allowed.
- Set up starts at 9am. No vendors admitted after 11am.
- Vendors provide their own setup and display items. We recommend a 10'x10' tent, tables, chairs, and full-length tablecloths for a neat appearance and to cover any stored items.
- A minimum of 40 lbs. of weight must be securely fastened on each tent leg.
- During load in, vendors must unload and move vehicles to the designated parking area BEFORE setting up.
- During load out, vendors must break down and consolidate BEFORE bringing vehicles back in to the Festival area.
- Vendors are responsible for keeping their areas neat and removing their own trash.
- Vendors are expected to be on time and ready to sell when the Festival opens at 12 pm and to remain open through the duration of the event.
- Two Girls Media does not assume responsibility to ensure the safety of vendor's property. While not required, we recommend that all vendors purchase liability insurance to cover loss, damage, or injury.

- Vendors are responsible for collecting and remitting any sales tax and meeting any local license and permit requirements if applicable. Vendors should comply with all local, state and federal laws.
- We reserve the right to cancel the event in case of severe or dangerous weather such as heavy all day rain, sustained high winds, or lightning. Any weather-related decisions will be made by noon on Sep 21, and will be posted at [sangennarodenville.com](http://sangennarodenville.com) and sent out via email.

### **DO'S and DON'TS**

- Give-aways are permitted and must be approved prior to the event
- Free drawings are permitted and must be approved prior to the event
- No raffles
- No fundraising
- No playing music
- No generators (unless approved beforehand)
- No alcohol sales or serving
- No snap caps or silly string type products
- No mascot costumes
- No walking around the Festival to advertise, pass out samples, or distribute flyers

Contact [info@twogirlsmedia.com](mailto:info@twogirlsmedia.com) with questions