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BOROUGH OF EATONTOWN

47 Broad Street
Eatontown, New Jersey 07724
(732) 389 7623

July 1, 2022

Dear Non-Food Vendor,

On Saturday, October 1, 2022 the Borough of Eatontown will be hosting the twelfth annual “Eatontown Community Day” at Wolcott Park. The day begins at 1pm and will run until 5pm. We will then have a family-friendly movie in the park at dusk. Our event is a great fun-packed day with the participation of both civic and commercial Eatontown organizations. We have scheduled activities for all ages, small fair type games, music and entertainment along with delicious food. This year we are adding food trucks and a beer garden for adults.

Our event planning committee is comprised of Eatontown Council, Recreation, Police, Fire, First Aid and Department of Public Works members and citizens from the Borough that have shown an interest in continuing this great tradition. We encourage all community groups to join us and show their Eatontown spirit!

The fee for non-food vendors is \$25. Please make checks payable to the Borough of Eatontown and write “Eatontown Community Day” in the memo. Parking for vendors will be communicated as the date gets closer. Please note that vendors are expected to stay the duration of the event – until 5pm. Due to the demand of this event, vendor forms are required to be turned in by September 19, 2022. Any forms received after that date will be accepted at the discretion of the planning committee.

Because we will have a DJ, vendors are not permitted to play their own music. No electricity will be provided and vendors are responsible to provide their own tables and canopies. Any tent or canopy covering must meet our local codes. In order to ensure we run an organized event, please note that your application will NOT be considered complete until you have returned the form below AND signed the hold harmless/indemnification agreement. You will be permitted to enter the park at noon to set up. The rain date for our event is October 8, 2022.

Eatontown Day Non Food Vendor Letter - 2022
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You can return all NON FOOD VENDOR applications to:

Mail:
Borough of Eatontown
Attn: Eatontown Day Committee
47 Broad Street
Eatontown, NJ 07724

Or Email:
EatontownDay@eatontownnj.com

All inquiries for food vendors, please reach out to detsec@eatontownnj.com Please note that there will be a limited number of food vendors and they will be accepted on a first-come-first-served basis.

Sincerely,

Anthony Talerico, Jr.
Mayor
atalerico@eatontownnj.com

Maria Escalante
Councilwoman & Recreation Department Liaison
mescalante@eatontownnj.com

Eatontown Community Day - 2022

Vendor Form

Name of Business / Organization: _____

Address: _____

Telephone: _____ Fax: _____

Contact Person: _____ Cell: _____

Email: _____

Requested Item(s) to Sell: _____

Display Only (give a brief description): _____

Are you available for the rain date? Yes/No (Circle one)

Will you stay the duration of the event, until 5pm? Yes/No (Circle one)

Non-food vendors may bring their own canopies, tables and chairs. Canopies must be no larger than 10' by 10'. This will be strictly enforced. Vendors may enter the park at noon to set up their space. These spaces will be leased for \$25. No electricity will be provided. Generators may not be used without prior written approval.

Eatontown Community Day Committee Use Only

Approved: _____ Not Approved: _____

Space # _____