TRADITIONAL EVENTS

April 15, 2014

Dumont Day Extravaganza - 2014

DATE:	Saturday, September 6
Rain date:	Sunday, September 7
Set Up Time:	8:00am
TIME:	10:00am – 6:00pm
FOOD VENDORS ONLY:	10:00am- 6:00pm **OR** 10:00pm (Vendors Choice)
CONCERT:	8:00pm
PLACE:	Memorial Park

EVENT GUIDELINES:

Booth fees:

Non–Profit Organizations	Waived
Businesses/crafters selling activities/wares	$100.00
Food Vendors	$150.00
Businesses Promotion only	$25.00

Checks should be made out to The Borough of Dumont.

Businesses promoting their company only, will be asked to have a free activity at their booth. All booth spaces will be approximately 10' x 12'. Each space will come with 2 six foot tables and 2 chairs. Participants may bring their own tents. The tents must be in "like new" condition and must fit within the booth space. Tents will also be available for rental through Traditional Events on a first come first serve basis. The rental fee for the tents is $50.00. Participants may not bring in their own tables or chairs.

All involved, with the exception of those promoting their businesses only, will be able to charge for booth activities. Activities will be of a family friendly nature i.e. Games, raffles, food & rides. **No vendors or organizations will be allowed to sell candy cigarettes, toy guns, confetti, silly string, poppers or whips.** Traditional Events must approve activities according to Borough guidelines. Returning organizations will have first choice of their previous year's activity and there will be no repeat activities/food allowed. This will allow each group to fund raise equally.

PO Box 895 Franklin Lakes, NJ 07417 201-895-8400

Raffle licenses must be obtained through the borough and must be event specific. Multiple groups wishing to hold a 50/50 raffle will be allowed. All raffle licenses must be applied for by Friday, May 30, 2014 for inclusion at Dumont Day. There will be no exceptions.

STAGE:

Local dance, karate, bands, choral groups, etc. will be invited to participate on the stage and given 15 - 30 minute time slots to work within. All other time slots will be filled through activities that local businesses have sponsored.

PARTICIPANT REGISTRATION FORM
DUMONT DAY EXTRAVAGANZA 2014

NAME OF ORGANIZATION_____

CONTACT INFO:

NAME_____

E-MAIL_____

ADDRESS_____

HOME PHONE NUMBER_____

OFFICE PHONE NUMBER_____

CELL PHONE NUMBER_____

PLEASE LIST GAME, DISPLAY, ACTIVITY, FOOD OR ITEM FOR SALE

_____

_____

_____

2 TABLES & 2 CHAIRS INCLUDED IN REGISTRATION.
EXTRAS NEEDED HAVE A NOMINAL FEE.

DO YOU NEED ANY EXTRA TABLES & CHAIRS. # OF EXTRAS NEEDED: Tables_____ Chairs_____

DO YOU WANT TO RESERVE A TENT? Y N

DO YOU REQUIRE ELECTRICITY? Y N

**What item(s) will be requiring electricity? _____

** What are these items individual wattage requirements? _____

Booth Fee checks should be made out to The Borough of Dumont.

Tent Rental checks for $50.00 should be made out to Traditional Events.

- **IN ORDER TO GET A PREFERRED BOOTH SPACE** ORGANIZATIONS AND CONTRACTED VENDORS MUST SUBMIT THE FOLLOWING DOCUMENTS BY **JUNE 2, 2014:**

- **ALL OTHER** ORGANIZATIONS AND CONTRACTED VENDORS MUST SUBMIT THE FOLLOWING DOCUMENTS BY **AUGUST 15, 2014:**

HOLD HARMLESS FOR THE BOROUGH OF DUMONT
HOLD HARMLESS FOR TRADITIONAL EVENTS, LLC.
CERT. OF INSURANCE NAMING THE BOROUGH AS AN ADDITIONAL INSURED
CERT. OF INSURANCE NAMING TRADITIONAL EVENTS, LLC. AS AN ADDITIONAL INSURED
RAFFLE LICENSES (IF APPLICABLE)
TEMPORARY FOOD LICENSES (IF APPLICABLE)

THANK YOU FOR YOUR PARTICIPATION.

Return to: Traditionaljw@aol.com. Or by snail mail to:

Traditional Events, PO Box 895, Franklin Lakes, NJ 07417

TRADITIONAL EVENTS

HOLD HARMLESS AGREEMENT
BETWEEN TRADITIONAL EVENTS, LLC

AND

Organization Name_____

E-MAIL_____

Organization Type: (individual, partnership, not-profit corporation, corporation or public entity)

In consideration of the use of **my organization's booth space at Memorial Park on Dumont Day** on the following dates: **September 6, 2014 or the rain date of September 7, 2014** for the purpose of **Dumont Day**, the undersigned agrees to indemnify and hold **Traditional Events, LLC** and its officers, agents and employees harmless from any and all liability, claims, costs and Attorney's fees arising out of the use of the property referred to above.

I understand that this Hold Harmless Agreement also requires that **Traditional Events, LLC** is indemnified from any losses or damages resulting from the acts or omissions from any guest, participant, visitor or other person attending the event herein referred to, unless waived in writing by the **Traditional Events, LLC.**

I agree to furnish a Certificate of Insurance specifically naming **Traditional Events, LLC** as an additional insured, providing general liability, bodily injury and property damage coverage with minimum limits of liability not less than One Million Dollars ($1,000,000.00).

Signed this _____ day of _____, as the binding act in deed of

_____.
Name of Organization

_____
Authorized Signature

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HOLD HARMLESS AGREEMENT
between the Borough of Dumont
and

Organization Name_____

Telephone Number_____

Organization Type (Individual, Partnership, Non-profit Corporation, Corporation, Public Entity_____

In consideration of the use of my organization's booth space at Memorial Park on the following dates: September 6, 2014 or the rain date of September 7, 2014 for the purpose of Dumont Day, the undersigned agrees to defend, indemnify and hold the Borough of Dumont and its officers, agents and employees harmless from any and all liability, claims, costs and attorney's fees arising out of the use of the property referred to above.

I understand that this Hold Harmless Agreement also requires that the Borough of Dumont is indemnified from any losses or damages resulting from the acts or omissions from any guest, participant, visitor or other person attending the event herein referred to. Unless waived in writing by the Borough of Dumont, I agree to furnish a Certificate of Insurance specifically naming the Borough of Dumont as an additional, insured providing general liability, bodily injury and property damage coverage with minimum limits of liability not less than $1,000,000 combined single limit.

Said certificate shall state that "the issuing company shall mail 30 days written notice to the certificate holder named, certified mail return receipt". It shall also contain a statement acknowledging this hold harmless agreement. No exceptions or limitations will be accepted.

In order to induce the Borough of Dumont to accept this hold harmless agreement, the following information concerning the intended use of the premises is furnished:

a. Alcoholic Beverages (will) or (will not) be served.

b. Total number of persons anticipated is _____.

c. Live entertainment (will) or (will not) be provided.

d. Other _____.

Signed this_____ day of _____ 20__ as the binding act in deed of _____.
(Name of Organization)

_____s

Authorized Signature from Organization listed above

Note: Certificate of Insurance shall be in original form.
No photocopies or fax copies shall be accepted. The authorized person must also sign it in ink.

TRADITIONAL EVENTS

I fully understand that all tables and chairs allocated to my location (booth) at Dumont Day, 9/6/14 or 9/7/14, must be returned at the end of the day to the designated area in a neat and orderly way. If this is not done, I fully understand that my organization will be charged the $25.00 deposit fee by the Borough of Dumont.

Signature _____ Organization _____

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