



NORRISTOWN WINTER FAIR 2023 VENDOR APPLICATION

APPLICATION DEADLINE: Monday, December 4, 2023

ABOUT THE EVENT

Norristown will host its 2nd Annual Winter Fair. We are thrilled that the Holiday Fair will provide another opportunity to boost the local economy by presenting marketing and sales opportunities for local merchants and small businesses.

The Winter Fair will take place at the Norristown Recreation Center (old PAL) on Harding Blvd. on Saturday, December 9th from 1 pm to 7 pm.

The Fair will delight visitors of all ages. The fair will showcase indoor and outdoor fun including carnival rides and games, vendor marketplace, food and drink vendors, a shopping village for children, free gift wrapping, photos with Santa, music, and even more.

CONTACT INFORMATION:

VENDOR NAME:			
CONTACT PERSON:			
CONTACT'S ADDRESS:			
PHONE (CELL):		PHONE (HOME):	
EMAIL:			

PARTICIPANT CATEGORY:

Please write EXACTLY what type of product you will be selling. The selection of vendors is under the full discretion of the Municipality of Norristown.:

DESCRIPTION:

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Participating as a Marketplace Vendor

- **\$50 Vendor Fee - Each vendor will receive a 10 x 10 inside space.**
(**\$25 for Norristown Chamber Members – Contact the Chamber for required Promo Code**)
- **Vendors must provide their own table, chairs, tablecloth, and signage.**
- **All vendors are expected to participate for the full extent of the event (1 pm to 7 pm)**
- **Food Trucks – Annual Municipality License OR \$50 Single Day License Fee**
<https://www.norristown.org/DocumentCenter/View/1957/Mobile-Food-Vendor-License>
- **Fees can be paid in person or by mail, by check or credit card.**

License Applications are also available by visiting the Finance Department on the first floor of Norristown Municipal Hall. The Municipality of Norristown reserves the right to refuse the leasing of a vendor for products or services which, in its opinion, are not in the best interest of this event.

SIGNATURE OF CONTACT:	
PRINT NAME:	DATE SIGNED:

**For more information contact: Tracie Henry, Special Events Coordinator at thenvy@norristown.org.
Completed application may be returned by email.**

Pay Vendor Fees in Person or by Check:

**Municipality of Norristown
Attn: Finance Dept. - Norristown Winter Fair
235 East Airy Street
Norristown, PA 19401**

**To Pay with a Card: (3% fee - \$3 minimum)
Contact: Alecia Fields at 610-272-8080 x1423**