

# Fireworks, Food Trucks, and Green Living Festival

## Event Guidelines

We are working to demonstrate the best possible green practices in this event. Doing so will help us all practice new skills that we can use every day. The established policies of the Washington Township Board of Education and the Long Valley Middle School will remain in effect during the event; no dogs, smoking, alcohol, glass containers, golf carts, or motorized vehicles on the grass.

### FAQ

#### (Frequently Asked Questions)

#### Facilities

***Is it OK for my family to bring a picnic to the event?*** Although food will be available for purchase, bringing a picnic to the event is a great idea. Even better, bring your food from home with re-usable containers and utensils. Remember though, no glass containers are allowed at the event. Lawn chairs & beach blankets are welcome.

***Can I bring my dog?*** Please leave your dog at home during the festival. However, service animals are permissible.

***Where shall we park?*** Signs and parking attendants will designate parking areas for vendors and visitors.

***What toilet facilities are there?*** Portable restroom facilities, including handicap, will be available.

***Will admission be charged?*** Admission will be \$7 per vehicle for the Fireworks, Food Truck and Green Festival. Each vendor is permitted one free vehicle. Walk-ups will be charged \$3. All proceeds benefit the Long Valley Fire Company 1

***What is the advantage of carpooling to the event?*** Save gas, save the planet!

***Will the festival events be photographed?*** Photographs or videos may be taken at the festival, including the exhibits, for festival publicity purposes in print or online. No names will be included with the photos/videos taken by the festival organizers. Press photography may be taken outside this policy. If you do not wish for photos/videos of you, your child, or your teen to be taken, please alert the staff member running the event before the start of each program.

#### Vendors and Exhibitors

- Exhibit spaces are standard 10' x 10' tent size, in the grass field behind the tennis courts.
- All exhibitors must register online by the registration deadline and submit a certificate of insurance or a signed hold-harmless agreement. Day of registrations will not be admitted.
- Vendors with items for sale must mail checks or a copy of their non-profit letter from the IRS to the Municipal Building. Checks should be made out to Washington Township, with "Green Festival" in the memo line
- Exhibitors must provide their own tents, tables, and chairs. (Please do not bring any balloons, or cheap plastic give-a-ways)
- Set up begins at 4:00 pm on the event date. The "Green Festival" portion of the event will officially begin at 5pm, please be ready by this time. Please note that the food trucks, live music and beer garden will not open until 6pm
- Tear down will be from 8:00-8:30pm. Boxes and garbage must be removed from the field. Fireworks will begin around 8:45 pm. If you do not wish to close your table and remove your vehicle before the fireworks, it can be done once the fireworks are over.

- There are no electric hook-ups for exhibits. Please no generators at the exhibits.

**Can I reserve two spaces?** You may reserve two spaces for twice the registration fee. Unless you are selling something, non-profits may register for one space at no charge.

**How do I register to sell items at the event?** Complete the online application form, which can be found on the township website; [www.wtmorris.org](http://www.wtmorris.org). Vendors planning on selling wares, please send a \$20 check payable to Washington Township, (memo: Green Living Festival).

Vendors must also provide a Certificate of Insurance with a \$500,000 combined single limit for bodily injury and property damage per occurrence and in the aggregate naming the Township of Washington as additional insured to the township municipal building 43 Schooley's Mountain Road, Long Valley, NJ 07853 c/o Washington Township Green Team.

**How do I register to simply set up an information booth at the event?** Complete the online application form, which can be found on the township website; [www.wtmorris.org](http://www.wtmorris.org). Then sign and return the Township Hold Harmless form, which can also be found on the township website above. The form can be mailed to town hall c/o the Washington Township Green Team, or emailed directly to [greenteam@wtmorris.net](mailto:greenteam@wtmorris.net)

**Can I share a space with a friend or another organization?** You may share a booth with one other exhibitor if you are applying for a free booth.

**Can I sell items that were not made locally?** In keeping with the theme of the festival, items for sale should reflect your place of business. Artisans within 25 miles of the township municipal building will be considered local to this event. No sales of wholesale items, please. The guidelines will be interpreted differently for a farm than for a home energy contractor. For example, if you are a local installer of geothermal heating systems, your primary sale is local labor, even if materials incorporated may be partially imported from a distance. The steering committee will exercise its sole discretion in approving exhibits.

**What is the latest date I can sign up?** All applications for commercial vendors are needed by August 24, 2022.

**Do I have to provide my own tent? Can I just bring a table?** Exhibit space will be defined by your tent and/or table, which must fit in a 10' x 10' space. You must provide at least a tent or a table, and signage, in order to qualify as an exhibit. Please also keep the environment in mind when choosing hand-outs or give-a-ways to the public.

**Is there a rain date?** The rain date is Sunday, August 28, 2022. There will be no refunds of exhibit fees if you cannot participate for any reason.

**Where can I get flyers to publicize the event?** A flier will be available for download and distribution on [www.wtmorris.org](http://www.wtmorris.org).