



Junior Woman's Club of Sparta

P.O. Box 626
Sparta, NJ 07871



The Junior Woman's Club of Sparta invites you to exhibit at the

37th Annual Sparta Day Saturday, May 19, 2012

This family event receives wide publicity in all local publications and media. It attracts thousands of people from Sparta and local communities. Sparta Day is a rain or shine vendor fair and family festival that has become not only a **fundraiser for local charities**, but also a much anticipated **community event**. Families love our "Kids' Country", offering various rides & activities for children of all ages, as well as a Tricky Tray that draws enthusiastic crowds to this all day event.

Event Time: 10:00AM – 4:00PM

Set-up: 7:30AM

Place: ****New Location**** Station Park, Station Road, Sparta NJ ****New Location****

Rain or Shine: In the event of a cancellation due to *SEVERE* weather, an email will be sent to all vendors or you can call (973)300-7309.

Booth Fees: Early bird registration - until March 31, 2012:

\$80.00 per space in Section A (cars allowed to remain at space)

\$60.00 per space in Section B, C and D (unload items at spot & park cars in vendor lot for event)

Late registration - after March 31, 2012:

\$90.00 per space in Section A (cars allowed to remain at space)

\$80.00 per space in Section B, C and D (unload items at spot & park cars in vendor lot for event)

(**MUST* be postmarked by March 31st to avoid increase)

Recognized Non Profit Organizations will receive a **\$10 discount** on their registration fee. **Non-profit organization will be allowed to sell pre-prepared food & beverages** (as per NJ Dept of Health Regulations) in their space if it is pre-disclosed on their registration paperwork. **All non-profits organizations will be placed in sections B, C and D.**

****There are a limited number of spaces in Section A (which allows a car to remain in the space). Spaces will be reserved on a first come basis.**

- Fee is for space only. **Tables, tents, generators, booth-sitters are NOT provided.**
- Spaces: approx. 14' W x 18' D. If you use a trailer, you must purchase 2 spaces.
- **Booth Fees are non-refundable. No transferring or subletting booth space.**
- **If canceled due to severe weather, a partial refund will be issued.**
- **All booth fees collected will benefit local non-profit organizations.**

Space Number: Your confirmation will be sent electronically to the email provided. Bring a copy of your confirmation on Sparta Day. Space numbers will be assigned the morning of Sparta Day and vendors will be informed upon arrival.

Directions: Route 15 North. Take the CR-517 ramp towards Sparta/Franklin. Turn right onto CR-517. Take the 1st left onto Station Rd. Vendor line will begin on right passed pond. Admittance to spaces will begin at 7:30am.

Questions: Leave a message at (973)300-7309, or email us at jwicsparta@gmail.com.

TO REGISTER: **Complete and return the Vendor Application Form and your CHECK to the address on the following page.**



SPARTA DAY
37th ANNUAL VENDOR FAIR AND FAMILY FUN FESTIVAL
Saturday, May 19, 2012

VENDOR REGULATIONS

1. All applications **MUST** include **an email address and check**. Your confirmation and will be sent electronically. If these items are not received, your registration will not be confirmed. Your space assignment will be given to you the morning of Sparta Day.
2. **Booth fees are non-refundable. Fee is for space only. Tables, tents and generators are NOT supplied.**
3. Sparta Day is from 10:00am to 4:00pm, **RAIN OR SHINE**. In the event of a cancellation due to **severe** weather, an announcement will be made via email or you can call (973) 300-7309.
4. One car at a time, per crafter/exhibitor, is allowed during set-up. During event hours, one vehicle is allowed to remain per space in Section A ONLY, but it has to be parked in the space itself. Any cars that remain in the space or in the vendor parking lot will not be allowed to be moved until the event is over at 4pm.
5. No vehicles will be admitted before 7:30am or after 9:30am. Junior Woman's Club of Sparta volunteers will be on the field during set-up to direct you to your booth space.
6. **The sale of "silly string," "magic ink," "party snaps," "stink bombs," "caps" *of any kind*, "hair color spray," "stink spray", "smoking candy cigarettes", and live animals is strictly prohibited. DO NOT include these or similar items in your Sparta Day inventory.** If in doubt, call (973) 300-7309.
7. Food sales at Sparta Day are **RESTRICTED to non-profit organizations and will only be sold in designated areas**. Similarly, please do not give away food or water.
8. Electric power is not available. Please note on your application if you will be using a generator. **(You must supply your own generator.)**
9. The Junior Woman's Club of Sparta reserves the right to limit the number of vendors with duplicate products and activities.
10. Port-a-potties, food, and beverages are available on-site, however, "booth-sitting" is not. Please plan accordingly.
11. Crafter/exhibitor displays are solely the responsibility of the crafter/exhibitor.
12. Crafter/exhibitors are expected to leave their space **CLEAN**. Due to garbage restrictions, **ALL** crafters/exhibitors are asked to place all garbage and recycling in the dumpster provided.
*****PLEASE DO NOT USE THE PUBLIC GARBAGE CANS*****

Sparta Day ends at 4:00 pm. As required by local police, no vendor is allowed to "pack-up" and leave the field prior to 4:00pm. Any cars that remain in the space or vendor parking will not be allowed to be moved until the event is over at 4pm.

THANK YOU FOR YOUR ANTICIPATED COOPERATION

Sparta Day 2012
VENDOR APPLICATION FORM

****New Location** Station Park, Station Road, Sparta NJ ****New Location******

In returning this form, I **acknowledge and agree to follow the enclosed vendor regulations** to ensure the success of the event and safety for all concerned. The Junior Woman's Club of Sparta has the right to refuse booth space at future events due to failure to follow the enclosed vendor regulations.

Business Name: _____

Address: _____

Contact Person: _____ Email: _____

Telephone: _____ cell: _____

Number of Spaces: _____ (Maximum of 2 – If you request 2, you must pay for 2)

I would like a space in _____ Section A or _____ Section B,C,D

Description of Craft/Exhibit/Game/Activity: _____

Description of any Merchandise sold: _____

Comments _____

Will you be using your own generator? YES NO

Tax- Exempt Number (if you are a non-profit): _____

Would you like to receive future Sparta Day information by email? YES NO

___ In addition to my vendor booth, I would like to make a donation of _____ to the Tricky Tray.
(Donations of Merchandise, Gift Cards, or Services would be accepted and appreciated)

___ In addition to my vendor booth, I would like to make a donation in the amount of _____ to help support Sparta Day. Donations of any amount are appreciated.

Sparta Day Sponsorships & Vendor Promotional Opportunities

Information on all sponsorship levels and promotional opportunities for Sparta Day can be found at jwicsparta.org.

Please make all checks payable to: **Junior Woman's Club of Sparta**

Mail to: **Junior Woman's Club of Sparta**
Attn: Sparta Day
PO Box 626
Sparta, NJ 07871



DO NOT WRITE IN THIS AREA: Received _____ Check# _____ Space# _____ Confirmation Sent _____

Event & Park Map:



Detailed View of Event Area:

