

Official Only: Date: _____ Amount: _____ Deposit: Payment: Check , Money Order , Zelle , Paypal , Square



Puertorrican Culture Preservation Inc
SPACE RENTAL CONTRACT AGREEMENT
Lehigh Valley Children Festival

Company / Organization Name: _____
Nombre de Compañía / Organización

Print Rep Name: _____
Imprimir nombre del representante

Address: _____
Direccion

Phone: _____ **Email:** _____
Telefono Correo Electronico

Items you will be selling / Distributing:
Artículos que venderá / distribuirá

If selling food, you're required to obtain a Temporary Food Service Establishment License from the City of Allentown, PA.
Link: <https://www.allentownpa.gov/Home/Applications-Forms>

All other Merchandise Vendors are required to obtain a Business Registration License from the City of Allentown, PA.
Link: <https://www.allentownpa.gov/Home/Applications-Forms>

Signature: _____
Firma

Date: _____
Fecha

Contact Person:
Marigny Pellot: 484-951-8923 or 484-619-8852
Email: Marignypellot@gmail.com or info@prculturepreservation.org

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Puertorrican Culture Preservation Inc
SPACE RENTAL CONTRACT AGREEMENT
Lehigh Valley Children Festival
Space Rental Contract Agreement

Vendor / Participant Name: _____

Street: _____

City: _____ State: _____ Zip Code: _____

Type of sale: _____

Event Day: June 8th, 2024 - Bucky Boyle Park - Address 10 Pump PI, Allentown PA 18102

On This day of ____ of _____ 2024, This rental contract agreement was signed between
The Puertorrican Culture Preservation Inc and _____

Space Rental Fees:

Food Vendor **\$250**, Merchandise Vendor: **\$150**, Information Table: **\$75**

To secure your reservation, you will need a deposit of 50% down, the balance will need to be paid three weeks before the event. In the event of the signed agreement, there will be no refund. If the application is received after the due date 5/24/24 you will have to pay \$25 more.

Vendor Requirements:

1. Food vendors need to be set up by 10 am.
2. Merchandise Vendors need to be set up no later than 11 am.
4. Food vendors will need to obtain a permit from the city health department. If you already have a food vending permit from the Allentown Health Department, please bring it with you.
5. The city will be sending out an inspector from the health department to ensure everything is up to code.
6. All Food/ Merchandise Vendors will need to have a business registration from the city.
7. Vendors will need to supply their own Tables, Chairs, 10X10 tents (if they wish to have one, anything bigger will have to rent 2 spaces).
8. Vendors will need to provide their own receptacle for Trash.
9. Trash, Cans, and Bottles are to be kept separated.
10. Recycle Bins will be set out throughout the park and festival areas.
11. **You must leave your space clean and carry the trash bag to the assigned place.**

In addition, the applicant and all participants agree to indemnify and hold harmless The Puertorrican Culture Preservation Inc. And all its members from and against all claims, losses, liabilities and expenses, including attorney fees and court costs arising from any circumstances occurring in or connected to The Puertorrican Culture Preservation Inc.

Contact Person: Marigny Pellot: (484) 951- 8923

Customer Signature: _____

Date: _____

PRCP Representative: _____

Date: _____