

A-Day Team
Delaware Valley University
700 East Butler Ave
Doylestown, PA 18901

Hello to All Food Vendors!

Delaware Valley University's 75th annual A-Day is approaching! A-Day is a student-run annual event and is a member of the Pennsylvania State Association of County Fairs. The proceeds from A-Day benefit Delaware Valley University student clubs and organizations and provide students with the opportunity to engage the community, promote agriculture and spotlight educational activities. From crafts and demonstrations to exhibits and farm animal education, there is something for everyone in the family at A-Day! We invite your company to attend our three-day event to advertise, promote, and sell your food and/or beverages.

This year's event will run from Friday, April 25, 2025, to Sunday, April 27, 2025. A-Day is open Friday from 12:00 p.m. - 8:00 p.m., Saturday from 10:00 a.m.- 7:00 p.m., and Sunday from 10:00 a.m.- 6:00 p.m. Prompt set up is required; We cannot allow set up after the start of the event due to disruption on the campus. All food trucks and vendor waste must be removed by 9:00 p.m. on Sunday, April 27. If your company chooses to participate in A-Day, please complete the information sheet and liability form enclosed and submit along with proof of insurance for receipt by the University no later than March 1st, 2025.

All of the forms- Application (2 pages), Waiver (3 pages), Certificate of Insurance, and Payment must be received for your company to participate in A-Day. Documents may be scanned and sent to Grace Allen alleng5368@delval.edu. Electronic payments can be made using this link: https://secure.touchnet.net/C23067_ustores/web/store_main.jsp?STOREID=76&SINGLESTORE=true

For paper applications and checks- Please make checks to **Delaware Valley University** and mail to:

Delaware Valley University
Attention: Grace Ferri, ADay
700 East Butler Ave
Doylestown, PA 18901

Any contributions your organization makes to A-Day would be greatly appreciated by the university community. Thank you for your time and consideration regarding this event, and we look forward to your participation. Should you have any further questions or concerns, please feel free to reach out to us.

Best,

Grace Allen and Ellie Emerick

A-Day Food and Planning Executives
alleng5368@delval.edu and emerick6439@delval.edu

Delaware Valley University A-Day 2025 Food Vendors Application Timeline and Fee Schedule (Page 1)

- **Registration Rates:**
 - EARLY BIRD SPECIAL: \$750
 - January 2, 2025: Full Rate \$970
 - After March 1st 25: Late Registration Fee \$200
- **A-Day Booklet Ad Flat Fee (Optional)**
 - Full Page Ad: \$115
 - ½ Page Ad: \$65
 - ¼ Page Ad: \$45
- **What We Need to Hold Your Space:**
 - Completed Application
 - Payment
 - Menu
 - Liability Form(s)
 - Proof of auto insurance/Liability Insurance (not required, but we request)
 - Food Permit

Registration Payment: _____

Optional+ Booklet Ad: _____

Total Payment: _____

**Paperwork must be submitted by 12 pm, Friday, April 25, 2025 (first day of the fair) to participate. **

** Please make sure you have proper permits for BUCKS COUNTY, the Health Inspector WILL be on site and checking documents. **

**Your menu must be submitted and approved prior to April 22, 2025. **

**All paperwork, application, liability form, liability/auto insurance and payment must be postmarked by March 1, 2025, to avoid the late fee. Registration after March 1, 2025, will be based on availability and receipt of required documents. Late fee applies. **

Delaware Valley University A-Day 2025 Application April 25, 26 & 27 (Page 2)

- Description of Food (Please Include Menu and Estimated Pricing):

- Exhibit Location:

- Outdoor

- Please checkmark all that applies to your exhibit:

- Electricity

- Please select electricity amount- check one:

- 120 volts at 20 amps _____

- 240 volts at 30 amps _____

- **Please provide a photo of your outlet hookup connector**

- Preparing Hot Food – Grilling, cooking etc. _____ (yes or no)

- Water hookup (Extra \$50) _____ (yes or no)

- Number of vehicles you intend to park: _____ (Maximum 3 Parking Passes)

- Contact Information:

Company Name: _____

Contact Person: _____

Street Address: _____

City: _____

State: _____ Zip: _____ Phone: _____

Email Address: _____

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Please submit a list of materials, and proof of auto insurance/liability insurance **naming Delaware Valley University as an additional insured** for our records. **If you have questions about the proof of insurance documents, please contact jennifer.lising@delval.edu.**

Electronic documents can be sent to Grace Allen alleng5368@delval.edu. Electronic payments can be made using this link:

https://secure.touchnet.net/C23067_ustores/web/store_main.jsp?STOREID=76&SINGLESTORE=true

Please keep a copy of your forms for your records.

**Delaware Valley University
Exhibitor/Crafter Agreement
Full Release of Liability and Claims**

In consideration of my admittance by Delaware Valley University (the “University”) to participate in the following activity or program (hereafter described as the “Event”):

A-Day 2025

I will observe and abide by all rules and regulations established by the University in connection with the conduct of the Event otherwise with respect to my presence on or in any of the University’s properties or facilities. I assume full and complete financial responsibility for any and all damage or injury which I may cause to University property.

I hereby agree to this clause in that if I do not keep my food truck open for the hours of A-Day I will be fined in the amount of \$100.00 and understand that A-Day has the right to deny my application for an exhibit in future years because of unpaid fines. Payment of fines will be accepted by check immediately following the closure of A-Day 2024 and until April 1 of the following year.

Food Truck Vendors have the right to advertise as set forth on the application. Said sales are to occur only within the area designated for the food truck vendor. Delaware Valley University has a zero-tolerance policy for the sale or display of products, or advertising that displays and/or promotes any illegal activities. Any food truck vendor found to be in violation of these policies is subject to expulsion from the event without any refund.

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I understand alcoholic beverages are not permitted at the A-Day event. Food Truck Vendors shall not sell, distribute, or in any way distribute alcoholic beverages.

The dates of A-Day 2025: April 25, 26, 27

The hours of A-Day 2025: Friday 12pm-8pm, Saturday 10am-7pm, and Sunday 10am-6pm.

I understand that exhibit spaces are assigned spaces and will not exceed the perimeter of stated and/or purchased area. You will be charged if you do not stay within your specific space. For the safety of our vendors and attendees, all food trucks and their appurtenances must be adequately and securely parked and anchored to withstand the elements of weather and prevent against collapsing or unintended movement. Vendor assumes all liability associated with or arising from their food truck and their appurtenances. Trucks that are not adequately parked or otherwise secured will not be allowed to open, must be removed immediately upon notice and will not be issued a refund.

CANCELLATION:

Food truck vendor understands that if the vendor cancels after the execution of this agreement, or fails to provide the required documentation, they shall not be entitled to any refund but shall forfeit all amounts previously paid as liquidated damages.

FACILITY USE INDEMNIFICATION, WAIVER AND RELEASE:

In consideration of being permitted to use the facilities of Delaware Valley University, we hereby waive, release, forever discharge, and agree to indemnify, hold harmless, and defend Delaware Valley University and their employees, predecessors, successors, directors, officers, affiliates and assigns from any and all manner of actions and causes of action, suits, damages, costs, fees, debts, dues, accounts, bonds, covenants, contracts, judgments, arbitrations, forms of mediation, claims and demands whatsoever in law or in equity arising out of, or which may arise out of, or which are in any way related to the use of the facilities supplied to us by Delaware Valley University, even if alleged to have been caused in part to any acts, omissions, negligence, strict liability or other conduct of the Released Parties.

FORCE MAJEURE:

The University shall not be held responsible, fiscally or otherwise, if the fulfillment of any terms or provisions of this agreement are delayed or prevented by revolutions or other disorders, wars, acts of enemies, fires, floods, acts of God, public health emergency or without limiting the foregoing, by any other cause not within the control of the University, and which by the exercise

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of reasonable diligence, the University is unable to prevent, whether the class of causes enumerated here or not.

We warrant and represent that we have carefully read this Waiver and Release, that we have had the opportunity to confer with legal counsel of my choice concerning this Waiver and Release and the terms hereof, and that we sign this Waiver and Release knowingly and voluntarily, intending to be legally bound hereby. We also waive our rights and all of our insurance carrier's rights of subrogation for any and all insured losses including those of workers compensation.

This waiver and release shall not apply to or in any way reduce our employee's entitlement to workers compensation benefits from our employing them or insurers in the event of any work-related injuries.

I acknowledge that the University may, in its sole discretion, require proof of insurance covering personal injury, property damage and general liability as a condition to my participation in the Event.

The Agreement and Release of Liability is a contract undertaken in connection with my participation in the Event and is intended to apply to the fullest extent permitted under the laws of the Commonwealth of Pennsylvania. If any part hereof is held invalid, the balance shall nonetheless continue with full legal force and effect.

I hereby agree to pay the A-Day Team _____ to participate at A-Day Weekend (Friday April 25, Saturday, April 26 & Sunday, April 27, 2025).

Name of Food Truck Exhibitor (Please Print)

Signature of Exhibitor

Address

Date