

JUNETEENTH CELEBRATION!

2023 JUNETEENTH FREEDOM CELEBRATION VENDOR PACKET

*FRANKLIN COUNTY'S ANNUAL JUNETEENTH FREEDOM CELEBRATION
CONTINUES TO EVOLVE WITH A NEW VENUE, NEW ENTERTAINMENT,
AND NEW OPPORTUNITIES TO UNITE US!*

Racial Reconciliation of Franklin County invites your business or organization to participate in this family-friendly, joyful, inclusive, and smoke-free community event to be held on Saturday, June 17, from 11am to 2pm at venue host NETwork Ministries Garden, 10 Redwood Street in Chambersburg, PA.

Juneteenth – also known as Freedom Day, Jubilee Day, Liberation Day, and Emancipation Day – is a federal holiday celebrating the emancipation of those who had been enslaved in the United States. Originating in Galveston, Texas, on June 19, 1865, it is now celebrated annually on or near the 19th of June throughout the United States.

With your support, this community-uniting event is free and open to the public, featuring live entertainment, vendors, games and fun activities for adults and children, bouncy house, food for purchase, book giveaway for K-12, educational opportunities, and more.

Below you will find information about what to expect at the Juneteenth celebration, how supporting Racial Reconciliation's Juneteenth unites our community, frequently asked questions, rules and agreements, fees, approval criteria, and the vendor application.

*WE THANK YOU FOR YOUR INTEREST IN PARTICIPATING
IN THIS WELCOMING CELEBRATION! ♥*

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WHAT TO EXPECT

Franklin County's Juneteenth Celebration will be Saturday, June 17, from 11am to 2pm at NETwork Ministries Garden, 10 Redwood St., Chambersburg, PA.

The family-friendly event features live entertainment, games and activities for the kids, a K-12 book giveaway, a silent auction, prizes, food for purchase, and non-profit and business vendors.

LARGE DIVERSE CROWDS

The Juneteenth Celebration hosts more than 200 people who attend from all over Franklin County and beyond.

FREE ADMISSION

Juneteenth is free and open to the entire community. Everyone is welcome to attend!

KIDS' ACTIVITIES

Children will enjoy a Bouncy House, a Double Dutch Competition, Face-Painting, Hula-Hoops, Dominos, the popular K-12 Book Giveaway, and more!

FREE ENTERTAINMENT

Music, Dancing, Urban Poetry, and a fun Juneteenth photo booth are just a few of the offerings announced so far!

FOOD VENDORS

Yummy food and treats will be available for purchase throughout the event.

VENDORS + SWAG

Throughout the celebration grounds you will find vendors promoting their businesses and organizations. They will also be giving out raffle tickets for prize drawings.

SMOKE-FREE

The Juneteenth Celebration by Racial Reconciliation of Franklin County is a smoke-free event and does not accept sponsorships, vendor fees or any other funding from tobacco companies, including cigar, e-cigarette, or vape stores.





WHY SUPPORT JUNETEENTH CELEBRATIONS?

When you participate in Juneteenth, you demonstrate support for the **MISSION**.

Racial Reconciliation as a community that nurtures, equips and mobilizes people to work for racial justice in Franklin County and beyond. This diverse group organizes monthly-meeting teams that work throughout the year on economic impact, public awareness, civic engagement, education impact, civility response, and learning and faith.

Your involvement in the Juneteenth Freedom Celebration also results in positive public awareness of your business or organization, especially among like-minded individuals and groups. Each vendor will be listed in our targeted advertising and Juneteenth marketing. Through traditional means and daily social media posts Racial Reconciliation reaches more than 1,300 people on a regular basis.

Aiming to **NURTURE**, **EQUIP** and **MOBILIZE** people to work for racial justice in Franklin County & beyond.

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VENDOR FAQs

If you are interested in applying to become a vendor at Juneteenth, please take a moment to read through the following frequently asked questions.

WHEN/WHERE IS THE JUNETEENTH FREEDOM CELEBRATION IN FRANKLIN COUNTY?

Saturday, June 17, from 11am to 2pm at venue host **NETwork Ministries Garden**, 10 Redwood Street in Chambersburg, PA. The celebration will be held outdoors. In the event of rain, the celebration will be moved indoors at the venue.

HOW WILL I KNOW IF MY APPLICATION IS ACCEPTED?

Vendor applicants will receive an email notification following review from Racial Reconciliation of Franklin County stating whether your application was accepted or rejected. In some instances, we may be limited in who we can accept as a vendor (i.e., exclusivity contracts) and/or we may limit vendors based on similar products. Reserve your spot now! There are only 10 vendor tables available! The earlier you register, the better chance you have of being approved. Payments will be returned to any rejected applicants.

WHEN CAN I SET UP?

All Juneteenth setup begins at 8:30am and ends at 10:30am. All vendors must check in by 9:30am. No late arrivals or set-ups will be allowed, and no fees/charges will be refunded to vendors who fail to arrive within the setup window or at all. Vendors will be directed to an area to unload their items, then move their vehicle to the designated parking area before setting up. Vendors may not park anywhere else. Information for the designated parking area will be provided closer to the event. NOTE: Vendors who wish to drop off set up items early, may bring them to NETwork Ministries, 10 Redwood St., to be stored indoors overnight on Friday, June 16, anytime between 12-3pm.

WHERE DO I PARK?

All parking information will be emailed to vendors in advance.

WHAT ARE THE GUIDELINES FOR TABLES, CHAIRS, AND CANOPIES?

One vendor table (card table size) and two chairs per table are provided. Each vendor space is 6x6 so all of your supplies must fit in your space. A small pop-up canopy may be brought. Canopies may not be larger than

6x6, in accordance with Borough permit requirements and venue space limitations. If you bring a canopy, please make sure your canopy is weighted down or staked.

IS THERE ELECTRICITY?

No electricity is available.

WHEN IS TEARDOWN?

Teardown will begin at 2pm, at which time vendors may bring their vehicles back onto the event grounds. Please note that vehicles will not be permitted onto the grounds until organizers deem it safe for patrons. Vendors must teardown their spot before getting their vehicle. Vendors are responsible for the trash or refuse in the immediate vicinity, in their vendor location or associated with their vendor activities. Any vendor not in compliance will be subject to an additional \$50 clean-up fee.

Have a question not answered here? Email publicawareness@racialreconciliationfc.org.



APPLICATION CHECKLIST



Before submitting your vendor application, please make sure you complete and include the following application requirements:

- SIGNED JUNETEENTH VENDOR RULES + REGULATIONS**
- SIGNED STATEMENT OF UNDERSTANDING + HOLD HARMLESS AGREEMENT**
- COMPLETED VENDOR APPLICATION FORM**
- VENDOR PAYMENT**

Vendor applicants may submit the application and pay in one of the following ways:

1) Mail check/application to: Racial Reconciliation of Franklin County
PO Box 312
Chambersburg, PA 17201

* If you do not have access to a printer, send us an email at publicawareness@racialreconciliationfc.org and we will send you all the required documents in paper form.

2) Submit the application online and pay via credit card at racialreconciliationfc.org/juneteenth

Application Deadline: Vendor Registration & Payment Deadline Saturday, May 20

Important: Payment must be received with your completed application to be considered. Vendor spaces are available on a first come, first served basis. Not all applicants may be accepted based on availability of space or conflicting products/services.

Aiming to **NURTURE**, **EQUIP** and **MOBILIZE** people to work for racial justice in Franklin County & beyond.

[RACIALRECONCILIATIONFC.ORG/JUNETEENTH](https://racialreconciliationfc.org/juneteenth)

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Vendors agree to the following rules and are responsible for informing participants and/or employees of these rules.

INCLUSION:

The Juneteenth Celebration by Racial Reconciliation of Franklin County welcomes the participation of all people regardless of age, creed, gender, gender identity, HIV status, national origin, physical or mental development ability, race, religion, or sexual orientation and asks all participating organizations to also engage in non-discriminatory actions. Participants are to show respect for all genders, ages, races, cultures, faiths, and sexual orientations and are to be aware that children will attend the celebration.

VENDOR RAFFLE PRIZE:

Each vendor must provide one giveaway of some kind (a free service or an item of merchandise). Vendors will give each visitor to your vendor table a ticket (provided by Racial Reconciliation). This item will be raffled off toward the end of the event.

VENDOR CANCELLATION POLICY:

Advanced notification of vendor cancellations are considered for reimbursement on a case-by-case basis. No fees or charges will be refunded to vendors who fail to arrive prior to the setup deadline or do not appear at the event at all (no shows).





EVENT CANCELLATION / EARLY CLOSURE POLICY:

Racial Reconciliation of Franklin County reserves the right to cancel an event due to low enrollment or other circumstances which would make the event non-viable. If the event is cancelled, registrants will be offered a full refund. Should circumstances arise that result in the postponement of an event, registrants will have the option to either receive a full refund or transfer registration to the same event at the new or future date. No refunds will be made available in the case of an early closure of the event due to inclement weather and/or emergency.

RESPECT FOR VENUE HOST GROUNDS / PROPERTY:

NETwork Ministries is an urban youth ministry for children and teens in Chambersburg, Pennsylvania. Since 1993, they have been committed to sharing in the love of Christ with those who are most vulnerable in our community. For Juneteenth 2023 NETwork Ministries is partnering with Racial Reconciliation of Franklin County by providing space for the event. It is understood that all vendors will respect the property while transporting, setting up, and removing their wares and equipment.

Signature:

I understand and agree to abide by the rules and regulations as outlined in this document and understand that Racial Reconciliation of Franklin County reserves the right to deny event entry and/or eject any individuals or groups (vendors, patrons, etc.) who do not adhere to this policy.

Business _____

Printed Name _____ Title _____

Signature _____ Date _____

Vendor must sign this agreement or the application will be rejected.

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STATEMENT OF UNDERSTANDING

Statement of Understanding and Hold Harmless Agreement

I fully understand and agree to abide by the rules and regulations for the Juneteenth Freedom Celebration by Racial Reconciliation Franklin County. If my application is accepted, I realize that my failure to comply with these rules may result in disciplinary action subject to the discretion of the Borough of Chambersburg, NETWORK Ministries, and Racial Reconciliation of Franklin County. I also understand that the Borough of Chambersburg, NETWORK Ministries, and Racial Reconciliation of Franklin County. reserve the right to approve or deny any or all applications as they deem appropriate. I, and members of my exhibit stand, agree to indemnify and hold harmless NETWORK Ministries, Racial Reconciliation of Franklin County. and the Borough of Chambersburg and its agents from and against all claims, losses, liabilities, and expenses including attorney's fees and court costs arising from any circumstances occurring during the Juneteenth Celebration by Racial Reconciliation of Franklin County.

Business _____

Printed Name _____ Title _____

Signature _____ Date _____

Vendor must sign this agreement or the application will be rejected.



RACIAL RECONCILIATION OF FRANKLIN COUNTY JUNETEENTH 2023 VENDOR FORM

Business/Organization (as you wish it to appear in listings) _____

Contact name _____

Email _____ Phone _____

Street Address _____

City _____ State _____ Zip _____

Website (Facebook page URL if no website) _____

PA Sales Tax ID# _____ Federal Tax ID# _____

VENDOR SPACE

Note: Vendor provides canopy if desired. Table (card table size) and two chairs per table provided.

Business/Org Type	Detail	Cost	Quantity	Total
Non-profit organization	6' x 6' space	\$25		
For-profit business	6' x 6' space	\$50		
<i>NOTE: NO ELECTRIC OR WATER</i>	TOTAL PAYMENT DUE			

Additional comments/space request: _____

PAYMENT METHODS

___ Credit Card - Complete the online application and pay online at racialreconciliationfc.org/juneteenth

___ Check - Please make check payable to: Racial Reconciliation of Franklin County

PO Box 312

Chambersburg, PA 17201

Vendor Application Form Continued on Reverse...

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Vendor Application Form Continued...

PRODUCTS / SERVICES TO BE SOLD AND/OR DISPLAYED

All items to be sold and/or displayed must be listed below and approved by the Board. You will be contacted if any items are not acceptable or if other vendor(s) have already been accepted for the same or similar products.

Please write one item per line

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Vendor raffle prize (free service or merchandise item) _____

General Comments for Event Organizers:

I confirm the information provided in this application form is accurate and that I am authorized on behalf of this business/organization to commit to being a vendor at the Juneteenth Celebration by Racial Reconciliation of Franklin County.

Signature _____ Date _____

SUBMIT APPLICATION

Submit completed form, including the signed agreements, via email to: publicawareness@racialreconciliationfc.org or mail with your payment to the address above. If you submit your application via email, please include how/when you will submit your check payment. **Application Deadline: May 20, 2023**

Questions? Email publicawareness@racialreconciliationfc.org

