



The Carbon Chamber & Economic Development Corporation Presents:

2025 Carbon County Community Festival

Sunday, August 17, 2025 | 11AM – 4PM (No rain date)

Colonel Jacob Weiss Park, Lehighton (Constitution Avenue & South Street, Lehighton)

(Please keep this page for your records)

Vendor spaces are 10'x 10'. If you require a larger area, you must reserve extra space(s). Canopies must be kept within space allowed. Set-Up Time is 9:00 AM. Please make checks payable to "CCEDC" and send to:

The Carbon Chamber & Economic Development Corporation
Attn: Kylie Adams-Weiss
137 South Street
Lehighton PA 18235

The enclosed application **and** Vendor Liability Agreement must be completed and returned with full *payment* for acceptance (**sorry, no refunds**). Applications sent without payment will **NOT** be accepted.

NOTE: Fees are non-refundable. Vendor will incur a late fee of \$50 if the application is postmarked or sent after Monday, July 7, 2025, final applications will NOT be accepted after July 14, 2025. Electrical hooks up are NOT available for this event. Payment due at time of application submission; applications without payment will not be accepted. Participants are responsible for bringing their own tables, chairs, tablecloths, display signs, tent weights, etc. Quiet generators (60 dB (decibels) or quieter) stationed on food trucks are permitted; loud generators (71 dB (decibels) or louder) are not permitted for the comfort of our festival-goers and other vendors. Food trucks and vendors with trailers must unhitch their trailers for this event and remove vehicles from the premises. Canopies are required in case of rain or hot sun; tent weights are strongly encouraged. Vendors may not breakdown prior to 3:00 PM.

You will receive confirmation once your application is accepted via email; approximately three to five days before the event, you will receive a packet of all pertinent information for the Fair, including intake instructions.

Food vendors MUST provide Certificates of Insurance listing the following as additionally insured:

- "The Carbon Chamber & Economic Development Corporation, Greater Lehigh Valley Chamber of Commerce and its officials, directors, employees, and agents"
- "The Borough of Lehighton"

Food Trucks and Large Trailers must arrive no later than 9:00 AM

Additional Questions? Contact Kylie Adams-Weiss at kyliea@lehighvalleychamber.org.

2025 Carbon Community Festival Vendor Application

Sunday, August 17, 2025 | 11AM – 4PM (No rain date) | Colonel Jacob Weiss Park, Lehighon

Food Truck Application deadline Friday, August 1, 2025 (no late applications accepted)

Crafter/Vendor Application deadline Friday, August 8, 2025

Craft/Vendor Late Fee of \$50 Applies for Applications Postmarked or Emailed after August 8, 2025; applications will NOT be accepted after August 11, 2025.

Business or Organization Name: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: (please print clearly) _____

Brief description of the services you provide or items you sell: (Applications will be reviewed by the committee for approval) _____

FOOD TRUCKS ONLY: Please advise what type of vehicle you are coming with: Food Truck Trailer Booth

**Please note, all trailers must be unhitched for this event.*

Non-refundable Vendor Participation fees:

- \$40 for Chamber Member/business (Must be a CCEDC Member in good standing; applications will be returned if checked incorrectly and payment will be requested at Non-Chamber Member Rate)
- \$60 Craft Vendors/Non-Chamber Members/Businesses
- Food Vendors ONLY - *15% of proceeds sales collected, \$100 minimum. \$100 non-refundable deposit and \$20 Lehighon Borough Mobile Vendor Fee secures your spot (Can be paid in one payment). All food handlers must have a temporary hand-washing set-up and appropriate food storage (i.e. ice, coolers, etc.). All food handlers must wear disposable gloves. Food Vendors must provide COI naming the Chamber and Borough as additionally insured. Deposit will be deducted from your total (ex: if your 15% is \$150, \$50 will be due day of). **Please see attached and return all Borough of Lehighon Mobile Food Vendor application with this application.**
- \$30 Non-Profit Organization (Must provide proof of 501C3 status)
- Late Fee of \$50 If postmarked or emailed after July 7, 2025; applications will NOT be accepted after July 14.

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- See my enclosed check. (Make check payable to CCEDC)
- I Prefer to pay with Credit Card

Name on Card: _____ Card type (circle one) Visa, MC, Amex, Disc

Card Number: _____ Exp. Date: _____ Sec. Code: _____

Signature: _____

Participant Signature below acknowledges and agrees to all above information in **YELLOW.**

Applications must be signed.

Participant Signature: _____ Date: _____

FOOD TRUCKS ONLY: PLEASE FILL OUT APPLICATION IN ITS ENTIRETY AND ATTACH TO THIS APPLICATION THE FOLLOWING ITEMS:

- PHOTO OF FOOD TRUCK/TRAILER
- COPY OF FOOD EMPLOYEE CERTIFICATION



BOROUGH OF LEHIGH

****OFFICE USE ONLY****

Date Received: _____

Date Approved: _____

Date Permit issued: _____

Permit Number: _____

APPLICATION FOR MOBILE FOOD VENDOR LICENSE

I. Applicant Information

Name: _____
 Address: _____
 Phone: _____ Cell Phone: _____ Fax: _____
 Email: _____

II. Business Information

Name of Company: _____
 Address: _____
 Phone: _____ Cell Phone: _____ Fax: _____
 Email: _____

III. Mobile Vehicle Information:

Type of Business: Catering Truck Mobile Food Truck with Kitchen
 Hitch Trailer Ice Cream Truck Hand Cart
 Vehicle License Number: _____ Color: _____

IV. Description of food type, beverage and/or Merchandise to be sold:

V. Name of Event (if applicable)

Event: Carbon County Community Festival Date: August 17, 2025
 Location: Colonel Jacob Weiss Park - Lower Park/Fountain
 Event Hours: 11 AM - 4 PM

VI. Special Requests

VII. Location/Description of Off-Street Cart/Truck Storage Facilities:

VIII. Methods & Routes for transporting cart/truck to and from the sidewalk
or other location/storage facility

IX. Names, addresses, percentage of stock owned by shareholders in a corporate
application and percentage of each partner in a Partnership Application

Please see ORDINANCE 638-2017 for all Rules & Regulations by logging on to -
<http://www.ecodes360.com/LEO548> or under "Ordinance" on www.lehightonborough.com

I hereby certify that the information provided in this Application is true and correct to the best of my
knowledge and understanding that the submission of false/misleading information may constitute
grounds to deny the application or be may be subject to further legal proceedings.

Applicant Signature: _____ Date: - _____

****OFFICE USE ONLY****

Fees: Community Event \$20.00 Monthly Fee: \$50.00 Annual Fee \$300.00

Amount of License Fee Received: _____ Date: _____

Date Insurance Certificate Received: _____ Expiration Date: _____

Photo of Food Cart/Truck Received: _____

Copy of Food Employee Certification Received: _____

Borough Manager Signature: _____ Date: _____

Vendor Liability Agreement

Must be submitted with your vendor application!

I wish to participate as a vendor or associate in the Carbon Community Festival. I agree to accept all liability and responsibility for any personal injury, property damage, loss, theft or any other harm suffered by myself or others arising from or otherwise incident to my participation in the Event.

_____ (*the Vendor*) shall indemnify and hold The Carbon Chamber & Economic Development Corporation, and its officials, directors, employees and agents harmless against all suits, claims demands and losses including costs, expenses and attorney's fees incurred as a result of any act or omission, neglect or misconduct of the Vendor during the Event.

_____ (*the Vendor*) shall indemnify and hold The Greater Lehigh Valley Chamber of Commerce, and its officials, directors, employees and agents harmless against all suits, claims demands and losses including costs, expenses and attorney's fees incurred as a result of any act or omission, neglect or misconduct of the Vendor during the Event.

_____ (*the Vendor*) shall indemnify and hold The Borough of Lehigh, and its officials, directors, employees and agents harmless against all suits, claims demands and losses including costs, expenses and attorney's fees incurred as a result of any act or omission, neglect or misconduct of the Vendor during the Event.

- If you have liability insurance check here (___)
- If so, provide certificate of insurance naming the Carbon Chamber & Economic Development Corporation, Greater Lehigh Valley Chamber of Commerce and the Borough of Lehigh as additionally insured.
- What is the amount of your liability insurance? _____ (minimum \$500,000)
- ***If you do not have liability insurance, please note that you accept full liability, as stated above.***

By signing this Agreement, the Vendor/Participant hereby requests the CCEDC to reserve vendor space at the Event and affirms it has read, understands and agrees to all terms and provisions of this Agreement.

Signed: _____

Date: _____

Print Name: _____