



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](mailto:kyliea@lehighvalleychamber.org).

## 2025 Carbon Community Festival Vendor Application

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

**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 Lehighton 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 Lehighton 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.

**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 hook 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.**

- ☐ 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.lehighntonborough.com](http://www.lehighntonborough.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: \_\_\_\_\_