

PEQUANNOCK HOEDOWN EVENT

Saturday

October 18, 2025

Rain Date October 19

LIVE MUSIC,
FOOD TRUCKS, VENDORS,
CRAFTERS, BEER GARDEN,
KID ACTIVITIES,
AND MORE!

Greenview Park
Pequannock

11:00 am - 5:00 pm



*Parks &
Recreation*

TOWNSHIP OF PEQUANNOCK

2025
Pequannock Parks & Recreation
Annual Family Hoedown
Greenview Park
Saturday, October 18, 2025
Rain Date: Sunday, October 19, 2025
11:00 AM—5:00 PM

Township Organization
No Fee

Organization_____

Name of Representative_____

Address_____

E-Mail Address_____Cell_____

Description of items being sold/give-aways_____

Price range of items being sold_____

Please indicate your location choice:

Pavilion_____

10' x 10' Booth (You must supply your own table, tent)_____

You are not guaranteed a specific spot or location

BANNERS MUST BE HUNG ON YOUR ASSIGNED TABLE, BANNERS ARE NOT PERMITTED TO BE HUNG ON THE PAVILION.

Please submit:

1. Signed Application
2. Signed Contract

Set up begins at 8:00 AM, ALL vehicles MUST be off the field no later than 10:00 AM

Your organization agrees to abide by all Parks & Recreation Policies & Procedures.

Signature_____Date_____

Barbara Meloy
Parks & Recreation
973-835-5700 x145

Amy Dempsey
Parks & Recreation
973-835-5700 x158

2025
Pequannock Parks & Recreation
Annual Family Hoedown
Greenview Park
Saturday, October 18, 2025
Rain Date: Sunday, October 19, 2025
11:00 AM – 5:00 PM

Crafter Application
\$65.00

Name _____ Cell _____

Business Name _____

Address _____

E-Mail Address _____ Website: _____

Description of all crafts being sold _____

Only the above crafts listed will be permitted in your booth.

This ensures proper booth locations & cuts out duplication.

Price range of items being sold: _____

Booth size: 10'x10'

You must supply your own: Table, Tent etc.

All items being sold must be hand made by the crafter and be listed in the above description.

We try to accommodate our vendors, please list your preferred location:

This does not guarantee a specific spot, however, we will try to honor your request.

This is a juried event.

Please submit:

1. Signed application
2. Signed contract
3. \$65.00 Booth fee, this fee is non-refundable and due at the time of application.

Please make checks payable to: Pequannock Parks & Recreation Department

Mail to : Pequannock Parks & Recreation, 530 Newark Pompton Turnpike, Pompton Plains, NJ 07444.

In the event that your application is denied, your check will be mailed back to you promptly.

Set up begins at 8:00 a.m. ALL vehicles MUST be off the filed no later than 10:00 a.m.

The crafter agrees to abide by all Parks & Recreation Policies and Procedures.

Signature _____ Date _____

Barbara Meloy
Parks & Recreation
973-835-5700 X145

Amy Dempsey
Parks & Recreation
973-835-5700 X158

2025
Pequannock Parks & Recreation
Annual Family Hoedown
Greenview Park
Saturday, October 18, 2025
Rain Date: Sunday, October 19, 2025
11:00 AM – 5:00 PM

School Organizations/Non-Profit Organization
\$25.00

School/Organization_____

Name of Representative/s_____

Address_____

E-Mail Address_____Cell_____

Description of items being sold/prizes being given away: _____

Price range of items being sold_____

Booth Space: 10'x10' You must supply your own: Table, Tent etc.

We try to accommodate our vendors, please list your preferred location:

This does not guarantee a specific spot, however, we will try to honor your request.

Please Submit:

1. Signed application
2. Signed Contract
3. \$25.00 Booth Fee, This fee is non-refundable and due at the time of application.

Please make checks payable to: Pequannock Parks & Recreation Department

Mail to: Pequannock Parks and Recreation, 530 Newark Pompton Turnpike, Pompton Plains, NJ 07444.

Set up begins at 8:00 AM. All vehicles must be off the field no later than 10:00 AM.

Your organization agrees to abide by all Parks & Recreation Policies & Procedures.

Signature_____Date_____

Barbara Meloy
Parks & Recreation
973-835-5700 x145

Amy Dempsey
Parks & Recreation
973-835-5700 x158

2025
Pequannock Parks & Recreation
Annual Family Hoedown
Greenview Park
Saturday, October 18, 2025
Rain Date: Sunday, October 19, 2025
11:00 AM – 5:00 PM

Business Organizations

\$125.00

Name of Business or Organization _____

Name of Representative/s _____

Address _____

E-Mail Address _____ Cell _____

Website _____

Description of items being sold _____

Price range of items being sold _____

Booth space: 10'x10'

You must supply your own: Table, Tent etc.

All tables must be covered and booth must look professional.

YOU ARE NOT GUARANTEED A SPECIFIC SPOT OR LOCATION.

We try to accommodate our vendors, please list your preferred location:

This does not guarantee a specific spot, however, we will try to honor your request.

Please submit:

1. Signed application

2. Signed Contract

3. \$125.00, booth fee, this fee is non-refundable and due at the time of application.

Please make checks payable to: Pequannock Parks & Recreation Department

Mail to: Pequannock Parks and Recreation, 530 Newark Pompton Turnpike, Pompton Plains, NJ 07444.

Set up begins at 8:00 AM. All vehicles must be off the field no later than 10:00 AM.

Your organization/business agrees to abide by all Parks & Recreation Policies & Procedures.

Signature _____ Date _____

Barbara Meloy
Parks & Recreation
973-835-5700 x145

Amy Dempsey
Parks & Recreation
973-835-5700 x158

2025
Pequannock Parks & Recreation
Annual Family Hoedown
Greenview Park
Saturday, October 18, 2025
Rain Date: Sunday, October 19, 2025
11:00 AM – 5:00 PM

Food Vendor Application
\$150.00

Name_____Cell_____

Business Name_____

Address_____

E-Mail Address_____Website:_____

Description of all items being sold_____

The above ensures proper booth locations & cuts out duplication.

Price range of items sold: _____

Booth size: 10'x15'

Electric Fee: \$45.00 Spaces needing electricity are limited. First come first served!

****All Food vendors are required to apply for:**

Pequannock Township Fire Permit - Fire Safety Dept. **Permit Fee \$54 Send to Pequannock Bureau of Fire Safety**

Pequannock Township food license, available in the Pequannock Township Health Department.

All tents over 10' x10' are required to have a fire permit.

Set up time: 8am-10am

Please submit:

1. Signed application and contract
2. Please enclose a copy of your certificate of insurance.
3. A copy of your food permit , fire permit, and permit payments
4. Booth fee, \$150.00, this is a non-refundable fee and due at the time of application

Electricity fee if required

Please make checks payable to: Pequannock Parks & Recreation Department

Mail to: Pequannock Parks & Recreation, 530 Newark Pompton Turnpike, Pompton Plains, NJ 07444.

In the event that your application is denied, your check will be mailed back to you promptly.

The vendor agrees to abide by all Parks & Recreation Policies and Procedures.

Signature_____Date_____

Barbara Meloy
Parks & Recreation
973-835-5700 x145

Amy Dempsey
Parks & Recreation
973-835-5700 x158

**Pequannock Township Parks & Recreation Department
Annual Family Hoedown**

CONTRACT

****MUST BE SIGNED AND SUBMITTED****

2025 Pequannock Parks and Recreation Hoedown

Saturday, October 18, 2025, Rain Date Sunday, October 19, 2025

Set up 8-10am, vehicle must be off field by 10:00am

Hoedown is open from 11 am - 5 pm.

1. Only one business or organization may operate in each exhibit space, sharing of booth space with other businesses or organizations is prohibited. Booth/tent space may not be reassigned or sublet. Exhibitors may not distribute, display, or sell products, literature, or other items from any business or organization other than the one specifically contracted with Pequannock Parks & Recreation.
2. Pequannock Parks & Recreation reserves the right to change the location, dates, hours, or to terminate entirely the operation of the scheduled event, at any time and without prior notice to the vendor. Pequannock Parks & Recreation will make reasonable efforts to provide advance notice to vendors of any changes or cancellations.
3. Items and products: an Exhibitor Application must be completed, including a full list of all items or products to be sold, distributed free or sampled; these must be approved by the Director of Parks & Recreation prior to the start of the event. Balloons, stickers, t-shirts, or posters may not be sold or distributed free without prior consent of the Parks & Recreation Department.

General Rules for Exhibitors:

- Exhibitors must take full responsibility for set-up and other display materials; Pequannock Parks & Recreation will establish set-up and takedown times.
- Exhibitors must have personnel present in their booths at all times during the official operating hours.
- Exhibitors may not open or close earlier or later than the official operating hours.
- Exhibitors must keep all displays, merchandise, etc. within the confines of the tent or space itself.
- Exhibitors must maintain a neat & clean area, and keep boxes out of site.
- Exhibitors may not hawk, peddle, sell or advertise outside of the assigned area.
- Exhibitors must return the areas to their pre-Hoedown condition (if repair and cleaning costs are incurred and Pequannock Parks & Recreation determines the Exhibitor will be billed for the cost of the repair).
- Exhibitors must operate their business in a professional manner. At the discretion of the Pequannock Parks & Recreation Department, any Exhibitors, or any agent, or employee of the Exhibitor who does not conduct himself/herself, in a professional manner according to the policies contained herein may be removed from the Hoedown. Hoedown coordinators reserve the right to remove any objectionable merchandise from any booth.
- Exhibitors that are using an electric generator or any other motor must soundproof that device to the satisfaction of the Parks & Recreation Department.
- **Indemnification.** Vendor shall indemnify and hold harmless the Township from and against any actions, suit, claims, demands or damages incurred while participating in the Pequannock Township Hoedown and arising out of the actions or operations of the Vendor hereunder.

I have read and understand the Pequannock Parks and Recreation Department policies and procedures:

Print Name

Signature

Date