



Derry Railroad Days Festival

Saturday & Sunday

September 20 & 21, 2025

Craft/Information/Game Vendor Info & Application

Friday – Sept 19

Setup Night

Vendors cannot arrive until after 6 pm – no early setup

Saturday – Sept 20

11 am – 10 pm (vendors close at dusk)

Sunday – Sept 21

11 am – 5 pm

Vendors cannot tear down until after 5 pm – no early teardown

Prices below are per space and include both days

Game vendors: \$100 per space

Craft/Product/Re-Sale of Merchandise vendors: \$60.00 per space

Business/Political/Promotional Vendor (with no sales): \$50.00 per space

Not for Profit– Only promoting the cause (information with no sales): \$20.00 for first space
Each additional space is \$60.00 per space

Not for Profit – raising funds for the cause through sales of items: \$35.00 for first space
Each additional space is \$60 per space

This category does not apply to non-profit selling made to order food
(A food vendor application, applicable payment, and paperwork are required)

Special Rules for Not for Profit Vendors:

- 1) You may only chose one (1) type of Not for Profit vendor you wish to be at our event. We will not combine Not for Profit – no sales with Not for Profit with sales nor will be combine Not for Profit – no sales with Not for Profit food vendor, nor will we combine Not for Profit with sales with Not for Profit food vendor.
- 2) You will have one (1) contact person, not multiples. Whoever is listed on the application or whoever is the first person to contact our vendor coordinator via phone, text, email, fb, etc., will be the only person with whom we communicate
- 3) You will not do any raffles, selling of tickets, or small games of chance at our event. This also means no basket raffles.

Note: Please be sure to clearly state on your application your exact electric needs. We have limited receptacles available so we need a correct count of vendor needs.

The prices shown are PER space and include both days of the event.

The size of each space is 10 feet wide by 10 foot long (10'x10').

If you require more than one space, please specify where indicated on the application.

If you need more than one space, multiply the per space cost accordingly and send in the correct amount with your vendor application. Extra spaces will cost more per space for non-profit organizations.

If you have an odd size tent/canopy, please tell us on the application. We prefer that you do not, but will try to work with you if given advance notice.

We will **NOT** be giving out info on spaces prior to Friday's setup time. Please refrain from calling, emailing, or texting us as we will not reply because we will be busy with our own pre-event activities.

Spaces will be marked with chalk on Friday and our volunteers will help you find your spot when you arrive.

If you have a preference of which space you'd like, please make a note on your application and we will try to accommodate you, but cannot guarantee you will get the exact space you request.

RESTRICTIONS:

There shall be no unauthorized consumption of alcoholic beverages.

Intoxicated, disruptive, or impaired persons will be removed.

No sale of items with hazardous odors (i.e. smoke bombs, stink bombs, etc.)

No silly string or hair color spray due to huffing and health reasons

No bicycles, skates, skateboards, or motorized vehicles are permitted on the festival grounds unless authorized by the Derry Railroad Days Committee.

No animals are allowed on festival grounds except those authorized by the Derry Railroad Days Committee or those animals which are designated service animals. Proof must be shown when requested in regard to service animals.

PARKING:

No parking in the festival area except for set-up night. No cars, vans, or trailers can be left in the festival area unless authorized by Derry Railroad Days Committee.

Handicap Parking will be provided in the VFW parking lot, which will be marked as such. Additional handicap parking may be available near the railroad tracks and will be marked as such.

Vendor Parking is located down by the railroad tracks and in the old Mastrorocco's parking lot.

Street Parking is available outside the festival area as well.

Bus Turnaround for Bigfoot tours will be marked down by the tracks. That is a no parking zone and will be marked for the bus.

SET-UP AND CLOSING:

Setup is Friday evening after 6 pm after the banks close. We need you to wait until after 6 pm to arrive.

Plan to stay for both days of the event.

BOOTHES:

We calculate vendor spaces as each 10 ft x 10 ft space. You must provide your own tables, chairs, canopies, and weights for your canopy as it get very windy in this area. Oversized canopies must have prior approval due to street restrictions. It helps to have your canopy at half staff overnight in addition to the weights. You may also want to put your items in plastic bins to protect your items from rain. Derry Railroad Days Committee will not be responsible for damage to your property.

GARBAGE AND CLEAN-UP:

All vendors are responsible for cleaning the ground/street under and surrounding their canopy, truck, or trailer continuously during the event for safety and health reasons. We require you to use heavy duty garbage bags and that you place them in dumpsters which are located throughout the festival area. Please do not fill garbage bags full of ice. Ice can be placed on the ground in a safe place to melt.

SECURITY, LAWS, AND EMERGENCY SERVICES:

We will provide overnight security. However, we still recommend that you cover and/or secure your merchandise and take your own security steps. We are not responsible for any merchandise damaged, lost, or stolen during the festival due to any reason including weather, accident, or theft.

Each vendor agrees to comply with all federal, state and local laws and ordinances during the festival. This includes the collection of PA state sales tax (except non-profit organizations).

Derry Railroad Days Committee prohibits the sale of strip tickets, lottery tickets, raffle tickets, or any small games of chance by anyone other than the Derry Railroad Days Committee.

All sales tax numbers, insurance license numbers, and company name must be provided in or with the vendor application. Insurance information is required to be on file for all food vendors participating at our festival.

Emergency services are provided through the Derry Boro Police Dept, Derry Boro Fire Dept, the PA State Police, and Mutual Aid Ambulance Service.

The Derry Railroad Days Committee reserves the right to terminate the lease of any space to any vendor whose actions or goods offered for sale are in violation of the rules, regulations, theme, standards, or purpose of the Derry Railroad Days Festival. The vendor acknowledges that the Boro of Derry nor the Derry Railroad Days Committee will be liable for any defects, damage, injury, or loss arising from or occurring in connection with the use of the leased space or grounds utilized by the festival, including entertainment areas, parking areas, parks, port a johns, or boro streets.

THIS IS CONSIDERED YOUR PARTICIPATION CONTRACT. COMPLIANCE IS REQUIRED.

THE FESTIVAL TAKES PLACE RAIN OR SHINE. THERE IS NO RAIN DATE. WE THANK YOU FOR JOINING US!

Derry Railroad Days Committee, Inc. P.O. Box 45 Derry, PA 15627

Please contact the Vendor Coordinator if you have any questions.

Peg VanDyke

724-757-0528

springhouse701@outlook.com

for a GPS location to find the festival, use 128 S Chestnut St, Derry, PA

Please keep this and prior pages for yourself and only return our Application pages that follow



Derry Railroad Days Festival
Saturday & Sunday
September 20 & 21, 2025
Craft/Information/Game Vendor Application

NAME OF BUSINESS/ENTITY: _____

CONTACT PERSON: _____

COMPLETE ADDRESS: _____

HOME PHONE: _____ CELL #: _____

EMAIL ADDRESS: _____

SELECT YOUR VENDOR CATEGORY: (price is for both days)

_____ **\$100** Game Vendor

_____ **\$60** Craft/Product/Re-Sale of Merchandise Vendor

_____ **\$50** Business/Political Promotional Vendor (with no sales)

_____ **\$20** Not for Profit – only promoting the cause (information with no sales) – 1 space

_____ **\$35** Not for Profit – Raising funds for the cause through sales of items – 1 space

Does NOT apply to non-profit selling made to order food
(A food vendor application and payment is required)

_____ **\$60** Not for Profit – any EXTRA space(s)

PLEASE PROVIDE A DESCRIPTION IN THIS SPACE. OF THE CRAFT/PRODUCT/CAUSE YOU WILL SELL OR PROMOTE (writing it on this application and/or payment does not authorize it if it goes against our rules):

ELECTRICAL & OTHER POWER NEEDS:

_____ I **DO NOT** require any electricity for my booth

_____ I **NEED** electric for my booth – **(ADDITIONAL COST OF \$10)**

_____ I will need _____ outlets for extension cord hook ups.
(Please remember to bring your own extension cords for this purpose.)

_____ I will bring a generator
(Note: all generators must be muffled for sound)

NOTE: All extension cords must be 3 prong. Please bring your own extension cords if you need to use them. The festival does **NOT** provide extension cords. We have limited receptacles so we need an accurate account of what you need.

ADDITIONAL REQUIREMENTS - PLEASE READ:

Your canopy(ies) must remain in place for the entire duration of the festival unless you have made prior arrangements with the vendor coordinator (Peg VanDyke) before the event.

After regular setup Friday evening, you may transport add'l supplies before 7 am Saturday and between 10 pm Saturday and 7 am Sunday. If you have made special arrangements to bring equipment/supplies on Saturday morning, you must be in and out before 9 am due to our parade and street/road closings and for the safety of our vendors, staff, and attendees. On Sunday, you must also be in and out by 9 am due to our worship service.

NUMBER OF SPACES NEEDED:

_____ 1 Space: _____ 2 Spaces: _____ 3 Spaces: _____ 4 Spaces: _____

Other (length of trailer): _____ Odd Size Canopy (not 10x10) _____
(approved on individual basis – we prefer 10x10)

Rate Per Space X Number of 10x10 Spaces Needed + Electric (if needed) = Amount Due

_____ X _____ = _____ + _____ = _____

Rate Per Add'l Space (non-profits) _____ X _____ = _____ Extra Due

Total Amount Enclosed: \$_____

_____ **My booth will be set up both days**

I will only be here on: _____ Saturday _____ Sunday

I attest that I have read, understand and agree to the terms of the attached Participation Contract. Additionally, Exhibitor hereby releases and holds harmless the facility that is being used for the Derry Railroad Days festival as well as its sponsors, owners, managers, merchants associations, agents, servants, employees and volunteers of Derry Railroad Days Festival and Derry Borough from all responsibility, personal liability, loss or damage, theft, fire, loss of life, personal injury, and/or damage that may arise while the premises are in use, during the show hours or when closed after show hours. We reserve the right to remove exhibitor and exhibits to which agreements and rules are not adhered and to remove those persons whose conduct is not acceptable. Misrepresentation on the part of any exhibitor in any form will result in cancellation of space and total loss of fee. Entry constitutes an agreement that exhibitor and his/her representative(s) take no legal action against any of the above. By affixing my signature below, I am agreeing to the terms of this application and contract.

Signature of Exhibitor: _____ **Date:** _____

Please make checks payable to:

Derry Railroad Days Committee, Inc.

Please mail your check and only the application pages to :

Derry Railroad Days Committee, Inc.
PO Box 45
Derry, PA 15627

If you have any questions, please contact our vendor coordinator:

Peg VanDyke 724-757-0528 springhouse701@outlook.com