

Holmdel Township

4 Crawfords Corner Road

Holmdel NJ 07733

Dear Prospective Vendor:

Thank you for your interest in **HOLMDEL's 2019 HARVEST FESTIVAL!** This FREE (parking is \$10) event will feature live music, a children's movie, petting farm, pony rides, crafters, businesses, festive food, fireworks, and a beer & wine tent. Everyone will enjoy a day of socializing with neighbors and friends. Last year we attracted over 6,000 visitors to our event! 2019 will again include the Ferris Wheel, Carousel, Inflatables and much more!

HARVEST FESTIVAL will be held at **Bayonet Farm: 41 Middletown Road – Holmdel, NJ 07733**

• ***Saturday, October 5th from 12:00pm – 9:00pm***

CRAFT VENDORS need to provide the following:

- Harvest Festival Application
- Photo of Crafts
- Appropriate Fees (Cash, Check, MasterCard, Visa, Discover)
- Hold Harmless Form

FOOD VENDORS need to provide the following:

- Harvest Festival Application (available through the Recreation Dept. or online at www.holmdelrec.com)
- Food Handler's License. (questions call the Board of Health 732 946-2820 ext. 1212)
- Propane Application. (questions call Fire Prevention 732-946-2820 ext.1301)
- Certificate of Liability Insurance, with the Township of Holmdel named as additionally insured.
- Appropriate Fees (Cash, Check, MasterCard, Visa, Discover)
- Signed Hold Harmless Form
- **Please provide Trash Containers and Lights for your area. We will provide electricity.**

Vendors can arrive and set up on Friday, October 4th from 10:00am – 3:00pm.

All vendors must be set up no later than Saturday, October 5th at 11:00am.

You will receive a letter via e-mail by October 2nd with directions to Bayonet Farm, your location number, and any additional information. Please review that letter carefully, before arriving for the event. This is a rain or shine event (unless the forecast is for torrential rain or high winds).

We look forward to seeing you! If you have any questions and/or concerns, please do not hesitate to contact Allison Gibney at: 732 946-2820 ext. 1226 or Bob Ward at: 732-946-2820 ext. 1227

Sincerely,

Bob Ward
Recreation Director
rward@holmdeltownship-nj.com
732-946-2820 ext. 1227

Allison Gibney
Recreation Supervisor
agibney@holmdeltownship-nj.com
732-946-2820 ext. 1226

**Holmdel Township's 2019 Harvest Festival
Vendor Application**

Saturday, October 5th 2019

12:00pm – 9:00pm

Bayonet Farm: 41 Middletown Road – Holmdel, NJ

Please Complete All Spaces Below. Please Print Legibly.

Cash, check, MasterCard, Visa, Discover

Name: _____ Company Name: _____

Address: _____ City: _____ State: _____ Zip: _____

E-mail Address: _____

Day Time Phone #: _____ NJ Sales Tax ID: _____

Space Description and Fees: Food Vendors (limited space): Each space is 20' X 20'. *All Vendors must provide their own tents*

Fee: \$195.00

Will you be using: Tent or Trailer (please circle one)

Food vendors: You must obtain a Board of Health Application (ext. 1422) & Fire Application (ext. 1301).

Space Description and Fees: Craft/Merchandise Vendors: *All vendors must provide their own 10 x 10 Tent*

_____ 1 Space: \$50.00

_____ 2 Spaces: \$100.00

**REQUIRED: Detailed description of all food/merchandise.
Your application will not be processed without a check and description.
*Food vendors please indicate if you are bringing a trailer and dimensions:***

Holmdel Township

4 Crawford's Corner Road
Holmdel, NJ 07733

HOLD HARMLESS AGREEMENT

(Please type or print)

BETWEEN THE TOWNSHIP OF HOLMDEL, MONMOUTH COUNTY, NEW JERSEY AND

_____ - - - - - (Applicant).

WITNESSETH:

1. In consideration of permission to use the public facility described below on the _____ day of, _____, 20__, the applicant does hereby covenant and agree to save and hold the Township of Holmdel, its agents, servants and employees harmless from any and all liabilities or costs arising out of the use of the described premises by the applicant, the applicant's invitees or other persons.

2. The facilities will be used for the following purpose and no other _____
_____ . Number of persons expected to attend _____

3. The applicant is: (check one) An Individual Non-Profit Corporation A profit making Organization Other (describe)

If application is an association or corporation, the undersigned certifies that the execution of the **HOLD HARMLESS AGREEMENT** has been duly authorized.

4. The applicant acknowledges that the permission to utilize the facilities is limited to the portion of the premises herein described (if applicable) and the permission to use the facility is valid only for the activity herein described. Notwithstanding the foregoing, however, this **HOLD HARMLESS AGREEMENT** shall be applicable to any claim asserted against the Township of Holmdel or any loss incurred arising out of the applicant's activity whether or not the same extends beyond the permitted type or locale of activity or occurs on a different date than specified. The applicant further **HOLDS HARMLESS**, the Township of Holmdel and its agents, from all liability or costs arising from any interaction or contact between the applicant and other applicants/activities taking place on municipal property, or arising from adjoining private property.

5. The applicant specifically agrees that this Indemnification and Hold Harmless Agreement shall include the responsibility to provide legal defense for the Township of Holmdel for any suit arising out of the applicant's use of the premises, and that should the applicant or the applicant's insurance carrier fail or refuse to provide such a defense, the applicant will reimburse the Township of Holmdel for any costs incurred by it for any person or organization acting on its behalf.

6. The undersigned is authorized to execute this **HOLD HARMLESS AGREEMENT** as the binding act of the applicant.

X _____ X _____
Signature of Applicant Date Signature of Witness Date

If you (the applicant) are a corporation, association or company carrying insurance, please complete the information below. The applicant has furnished the certificate of Insurance described below as an additional inducement for the permission to use of the premises.

NAME OF INSURANCE CARRIER: _____
POLICY NUMBER: _____
LIMITS OF LIABILITY: Bodily Injury _____ **Property Damage** _____

A true copy of the Certificate of Insurance is attached hereto: _____. NOTE: Require \$1,000,000 per loss liability insurance for Special Events, subject to review and approval by the Township of Holmdel. The following additional documents form a part of the Agreement.

FACILITY USE APPLICATION **FACILITY OR FIELD DIAGRAM** _____
LETTER DATED _____ **RESOLUTION DATED** _____ **OTHER** _____

Directions to Bayonet Farm

Bayonet Farm is located at 41 Middletown Road in Holmdel, New Jersey.

From the Garden State Parkway: Take the Garden State Parkway to exit 114. From GSP northbound exit turn left or right from GSP Southbound onto Red Hill Road. Red Hill Road will turn into Middletown Road. Entrance to Bayonet Farm is on the right (just past the Middletown Road / Stillwell Road T intersection).

From Route 18: Take Rte. 18 south to the Marlboro exit. Make a left at the light onto Rte 520. Continue through intersection of Rte. 34 (becomes Main Street Holmdel). Turn left onto Middletown Road. Travel 1.0 mile. Entrance to Bayonet Farm is on the left side of the road.

From Route 34: Take Route 34 to intersection of Rte 520. Turn (left from Rte 34 south/ right from 34 North) onto Main Street, Holmdel. Turn left onto Middletown Road. Travel for 1.0 mile. Entrance to Bayonet Farm is on your left.

From Route 35: Turn onto Laurel Avenue from Rte. 35 (left jughandle from 35 North/ right from 35 south). Laurel Avenue will become Van Schoick Road. This road will merge with Red Hill Road, continue on Red Hill Road as you pass over GSP. Red Hill Road will turn into Middletown Road at the next intersection. Travel about 1.0 mile, entrance to Bayonet Farm is on the right (just past the Middletown Road/ Stillwell Road T intersection).

HOLMDEL TOWNSHIP

4 Crawford's Corner Rd., Holmdel, NJ 07733

Telephone (732) 946-2820, ext. 1212

Fax: (732) 946-0116

Email: bkovelesky@holmdeltownship-nj.com

TEMPORARY FOOD LICENSE PROCEDURES & APPLICATION

As a professional food service operator you no doubt realize that State Law mandates certain food procedure be adhered to at all times. Both hot and cold foods must be held and served within prescribed temperature limits. Proper employee hygiene must be observed. Proper food preparation, transportation and on site holding procedures are all vital in insuring a "safe" event.

As such, the Township of Holmdel, in accordance with existing local ordinances will require that all participants obtain a temporary food license to cover your operation.

Vendors' Business Name: _____

Address: _____

Phone Number: () _____ Email: _____

Name of Owner and Phone Number: _____

Date(s) of Event: _____ Time of Event: _____

Address of Event: _____

Address where food will be prepared and stored:

PLEASE COMPLETE THE FOLLOWING: *(Both sides of Form)*

1. The menu, with particular attention to any items which require temperature control.
2. How will your product be transported to the site?
3. Will the product be prepared on site or will it be pre-cooked at a base of operations and transported hot to the site?

4. What arrangements will you have on site to insure the produce remains within acceptable temperatures? (Cold foods must be less than 45 degrees Fahrenheit, hot foods must be 140 degrees Fahrenheit or above)?

5. What type of measures do you intend to employ to insure that the product is protected against potential customer contamination?

6. What type of measures will you employ to provide for employee handwashing facilities at your specific site?

7. Will a source of water for cleaning be available?

8. Who will be responsible for the removal of the refuse and trash?

This office reserves the right to issue further requirements based upon the nature of the proposed operation, in accordance with N.J.S.A. 8:24-8-12.

Please respond in writing to this office no later than ten (10) days prior to the event.

Temporary Food License Fee:

Up to two (2) days: \$25.00 – Three days or more \$50.00

License will be issued upon approval of application and payment of fee

By applying for this license, I hereby agree to all Ordinances and Regulations of the Township of Holmdel Board of Health

(Signature of Applicant)

(Date)

FOR OFFICE USE ONLY

Application and Fee Received on: _____

License Number: _____ Fee: _____

ALL CHECKS TO BE MADE PAYABLE TO HOLMDEL TOWNSHIP

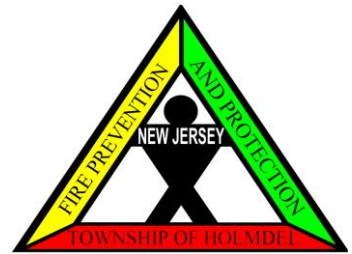
Holmdel Township

FIRE PREVENTION BUREAU

4 Crawford's Corner Road

Holmdel, N.J. 07733

732-946-2820 x-1301



David Olsen
Fire Official/Fire Inspector
N.J. ID No. 120296

APPLICATION FOR FIRE SAFETY PERMIT

The Uniform Fire Code States: "It shall be unlawful to engage in any business activity involving the handling, storage or use of hazardous substances, materials or devices, or to maintain, store or handle materials; to conduct processes which produce conditions hazardous to life or property; to install equipment used in connection with such activities; or to establish a place of assembly without first obtaining a permit from the fire official." – N.J.A.C. 5:70-2.7(a)

LOCATION INFORMATION

MUNICIPAL CODE: 1318		REGISTRATION NUMBER:	
NAME:		STREET ADDRESS:	
MUNICIPALITY: Holmdel		COUNTY: Monmouth	
STATE: NJ	ZIP CODE: 07733	PHONE NUMBER:	

APPLICANT INFORMATION

NAME:		STREET ADDRESS:	
MUNICIPALITY:		COUNTY:	
STATE:	ZIP CODE:	PHONE NUMBER:	FAX NUMBER:
EMAIL ADDRESS:			

Permit requested for: The following date(s): _____ Starting time: _____ Ending time: _____
or: one year expiring on: _____

Type 1: (\$45)	Use of:	<input type="checkbox"/> Open flame or device w/training	<input type="checkbox"/> Multipurpose room
	<input type="checkbox"/> Bonfire or campfire	<input type="checkbox"/> Open flame or device w/public gathering	<input type="checkbox"/> Explosives or blasting agents
	<input type="checkbox"/> Outdoor maze	<input type="checkbox"/> Location for public assembly	<input type="checkbox"/> Cooking suppression system
	<input type="checkbox"/> Canopy or tent	<input type="checkbox"/> Location for special amusement	Storage or handling of:
	<input type="checkbox"/> Welding or cutting equipment	<input type="checkbox"/> Kiosk or display in a covered mall	<input type="checkbox"/> Class I flammable liquids
	<input type="checkbox"/> Torch or flame producing device	<input type="checkbox"/> Non-residential occupancy for over night stay	<input type="checkbox"/> Class II or IIIA combustible liquids
Type 2: (\$150)	Conduct:	<input type="checkbox"/> Special use of a covered mall building	Storage of:
	<input type="checkbox"/> Fumigation activities	<input type="checkbox"/> Bowling lane resurfacing	<input type="checkbox"/> LPG cylinders
	<input type="checkbox"/> Carnival or circus		
Type 3: (\$300)	Use of:	Operation of:	
	<input type="checkbox"/> Fireworks	<input type="checkbox"/> Ovens or Furnaces	<input type="checkbox"/> Junkyard or waste handling plant
Type 4: (\$450)	<input type="checkbox"/> Operations involving more than 10 pounds of Magnesium per day		
	<input type="checkbox"/> Storage, handling, or processing of more than 660 gallons of flammable, combustible, or unstable liquids		
	<input type="checkbox"/> Storage or use of more than 2,000 cubic feet of flammable or 6,000 cubic feet of non-flammable compressed gas		
	<input type="checkbox"/> Production or sale of cryogenic liquids or the storage or use of more than 10 gallons of liquid oxygen, flammable cryogenic liquids or cryogenic oxidizers; or the storage of more than 500 gallons of nonflammable, non-toxic cryogenic liquids		
	<input type="checkbox"/> Storage or handling of more than 55 gallons of corrosive liquid, 500 pounds of oxidizing materials, 10 pounds of organic peroxides, 500 pounds of nitromethane, 1,000 pounds of ammonium nitrate, 1 micro curie of radium (non-contained), 1 milli curie of radium or other radiation material (contained), any radioactive material requiring a license from the NRC, or more than 10 pounds of flammable solids		

Describe activity (if storing materials give name, quantities & storage method; if using a multipurpose room give expected attendance):

Note: Attach additional sheet if space is insufficient

I hereby acknowledge that I am the owner, or duly authorized to act on the owner's behalf and as such hereby agree that the information given is correct, and agree to comply with the applicable requirements of the New Jersey Uniform Fire Code as well as any specific conditions imposed by the Fire Official, and, if not, this permit may be revoked and I will be subject to penalties as provided by law.

Applicant's Signature

Title

Date

Make check payable to: **HOLMDEL TOWNSHIP** and mail to: **4 CRAWFORDS CORNER ROAD, HOLMDEL, N.J. 07733**

FOR OFFICIAL USE ONLY

Permit type: _____ Conditions Imposed Denied Approved pending payment of a \$ fee _____ Check #: _____

See reverse side for information concerning your administrative appeal rights.

ADMINISTRATIVE APPEAL RIGHTS

The owner of the premises or of the use, or an authorized agent of the owner MAY CONTEST THIS ORDER at an Administrative Hearing. The request for a hearing must be in writing within fifteen (15) days after receipt of this order and addressed to:

Request to: Monmouth County Construction Board of Appeals
P.O. Box 1255
Freehold, N.J. 07728

Copy to: Holmdel Fire Prevention
P.O. Box 410
Holmdel, N.J. 07733

In accordance with N.J.A.C 5:70-2.19 an appeal shall be signed by a proper party and shall include:

- a) The date of the act, which is subject of the appeal;
- b) The name and status of the person submitting the appeal;
- c) The specific violations or other act claimed to be in error; and
- d) A concise statement of the basis for the appeal.

You are advised that only matters deemed to be CONTESTED CASES, as defined by the Administrative Procedures Act, will be scheduled for a hearing. If a hearing is scheduled, you will be notified in advance of the time and place.

EXTENSIONS:

If a specified time has been given to abate a violation, YOU MAY REQUEST AN EXTENSION OF TIME by submitting a written request to the **HOLMDEL FIRE PREVENTION BUREAU**. To be considered, the request must be made before the compliance date specified and must set forth the work accomplished, the work remaining, the reason why an extension of time is necessary and the date by which all work will be completed.

TAKE NOTICE THAT, pursuant to N.J.A.C. 5:70-2.10(d)2, an application for an extension constitutes an admission that the violation notice is factually and procedurally correct and that the violation does or did exist. In addition, the request for an extension constitutes a waiver of the right to a hearing as to those violations for which an extension is applied.

PENALTIES:

Pursuant to N.J.A.C. 5:70-2.12A, a violation of the Code is punishable by monetary penalties of not more than five thousand dollars (\$5,000) per day or each violation. Each day a violation continues it is an additional, separate violation except while an appeal is pending.

ALSO TAKE NOTICE THAT, pursuant to N.J.A.C. 5:70-2.12A, when an owner has been given notice of the existence of a violation and has not abated the violation, that owner shall, in addition to being liable to the penalty provided for by N.J.A.C 5:70-2.12, be liable to a dedicated penalty in the like amount.

A violation that is recurring justifies imposition of an immediate penalty without the necessity for an interval in which corrections can be made. A violation shall be deemed to be recurring violation if a notice has been served within two (2) years from the date that a previous notice was served and the violation, premises and responsible party are substantially the same.

Claims arising out of penalty assessments can be compromised or settled if it shall be likely to result in compliance. Moreover, no such disposition can be finalized while the violation continues to exist.

Any penalties assessed are in addition to others previously assessed. Penalties must be paid in full within thirty (30) days after an order to pay. If full payment is not made within thirty (30) days, the local enforcing agency may institute a civil penalty action by a summary proceeding under the Penalty Enforcement Law (N.J.A.C. 2A:58-10 et seq.) in the Superior Court or municipal court.

NOTICE:

If you require guidance or advice concerning your legal rights, obligations or the course of action you should follow, consult your own legal advisor.