



**2026 DAUPHIN COUNTY CULTURAL FEST
VENDOR APPLICATION
Saturday, August 15, 2026
Riverfront Park | 200 S. Front Street, Harrisburg, PA**

Deadline: Friday, June 26, 2026

Contact Information:

Contact Name: _____
 Business Name: _____
 Mailing Address: _____
 City, State, Zip Code: _____
 Email Address: _____
 Primary Phone Number: _____ Cell Phone Number: _____
 Website or Social Media: _____

Booth Options (Check off type of space needed. All vendors should be self-contained.)

LIMIT OF 20 VENDORS	LIMIT OF 10 VENDORS
<p>EMPLOYERS – Provide own tent, tables, chairs, lighting. COI is required. _____ 10'x10' - \$200</p> <p>MERCHANDISE VENDORS – Provide own tent, tables, chairs, and lighting. City Mercantile License and COI is required. _____ 10'x10' - \$200</p> <p>Set-up Time: 11:30 am – 1:30 pm NO LATER Gates open: 2:00 pm – 10:00 pm Festival: 3:00 pm – 10:00 pm</p>	<p>FOOD VENDORS – City Mercantile and Health License as well as COI is required. _____ 20'x20' - \$300</p> <p>Size of food truck trailer: _____ Circle One: Truck Trailer Tent</p> <p>Set-up Time: 11:30 am – 1:30 pm NO LATER Gates open: 2:00 pm – 10:00 pm Festival: 3:00 pm – 10:00 pm</p>

List below all items to be sold at this event and their prices:

Special Requests:

Payments Payable to: DAUPHIN COUNTY ECONOMIC DEVELOPMENT CORPORATION

Complete application and mail check to:

Dauphin County Economic Development | Attn: Cultural Fest |
 2. S. Second St., 1st Fl., Room 124, Harrisburg, PA 17101

2026 CULTURAL FEST VENDOR INFORMATION

WATER & TRASH

All vendors must be completely self-contained. Dauphin County will not be supplying water or trash removal from vendors at any location. This includes hot coals, grease, ashes, plastic bread/roll cases, soda crates, etc.

STAND AND SPACE USAGE

Any vendor who uses a tent must abide by the following requirements: All tents must be free-standing, frame tents or canopies. All tents must be secured by 20 lbs. of weight at each corner of the tent. Weights cannot be more than 6 inches away from legs of tent. All tents must be fire retardant. Vendors must supply covers and cover all hoses and electrical cables outside of stand. Vendors must follow current CDC guidelines regarding the wearing of masks by employees at the event. **No electricity is available onsite.**

CITY OF HARRISBURG LICENSING

All approved mercantile and food vendors will need to provide a City of Harrisburg Mercantile License and City of Harrisburg Festival Health License. **To obtain a Mercantile License, contact 717-255-6513. To obtain a Health License, contact 717-255-6553.**

LIABILITIES & INSURANCE

All approved vendors will need to provide the following coverage if accepted. Proof of Insurance needs to be provided at least 7 days prior to vendor arriving onsite.

CERTIFICATE OF INSURANCE - ADDITIONALLY INSURED

The vendor shall furnish Dauphin County with one (1) copy of a Certificate of Insurance issued by reputable insurance carrier. **County of Dauphin, 2 South Second Street, P.O. Box 1295, Harrisburg, Pa. 17108 and Dauphin County Economic Development Corporation, 2 South Second Street, 1st Floor, Room 124, Harrisburg, Pa. 17101, must be named as an additional insured for all coverage, other than Workman's Compensation and Employers Liability. This Certificate of Insurance shall reflect the actual amount of insurance in force. **Such notice shall be mailed or emailed to Dauphin County Economic Development, Attn: Cultural Fest, 2 S. Second Street, 1st Floor, Room 124, Harrisburg, PA 17101 two weeks prior to your event date.****

ACCIDENT NOTIFICATION

In the event of an accident of any kind which involve the general public and or private or public property, the vendor shall immediately notify Festival Representative Larry Moore or Vince Paese of Dauphin County Economic Development Corporation and provide a full account of all details of the accident. The vendor shall furnish the County with copies of all reports of such accidents at the same time that the reports are forwarded to other interested parties.

COMPREHENSIVE AUTO LIABILITY

Comprehensive Auto Liability for bodily injury and property damage arising out of owned, non-owned and hired vehicles. A combined single limit of \$1,000,000 per occurrence is required.

WORKERS' COMPENSATION AND WORKER'S OCCUPATIONAL DISEASE

Workers' Compensation limits of coverage shall be as required by law in the Commonwealth of Pennsylvania. This shall include coverage for all persons whom the Vendor may employ directly or through sub-vendors in carrying out the work described in this contract. The vendor shall provide evidence that the vendor has Workers' Compensation and Worker's Occupational Disease insurance protection for his/her employees.

Employer's Liability: Bodily Injury by accident \$100,000 per accident
Bodily Injury by disease \$100,000 per employee, \$500,000 aggregate

The Vendor and Sub-vendor will retain the responsibility for loss or damage of their own or rented property or property of their employees of whatever kind and nature, including but not limited to tools, equipment, forms, scaffolding, canvasses, tarpaulins, mixer, and temporary structures including contents.

INDEMNITY AGREEMENT

The vendor shall indemnify and hold harmless Dauphin County and their officers, agents and employees from any and all liability, losses or damages, including attorney's fees and cost of defense, the event organizers may suffer as a result of claims, demands, suits and actions or proceedings of any kind or nature, including worker's compensation claims, in any way resulting from or arising out of the operations of the Vendor under this contract including operations of any Sub-vendors: and the Vendor shall at his or her own expense appear defend and pay all charges of attorney's and all costs and other expenses arising there from or incurred in connection therewith; and if any judgments shall be rendered against the event organizers in any such act, the Vendor shall, at his or her own expense satisfy and discharge same. The Vendor expressly understands and agrees that any performance bond or insurance protection required by the contract, or otherwise provided by the vendor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the event organizers herein provided. In event of any conflict between the language of the insurance policy(s) and the above recited indemnity agreement, the indemnity agreement shall govern.

Signature: _____ **Date:** _____

For additional information, please contact:

Larry Moore | lmoorebhc@gmail.com | 717-773-3254

Brooklyn Balisnomo | bbalisnomo@dauphincounty.gov | 717-780-6302