

# TOWNSHIP OF BYRAM NEW JERSEY



Byram Day Committee  
10 Mansfield Dr.  
Stanhope, NJ 07874

Phone: 973-229-2026

Byram Day will be held on Saturday, September 11, 2010 from noon until 5:00 pm. *The rain date will be Sunday, September 12, 2010.*

The day will begin with our Byram Day Run from at 9:00 am. Set up information is explained on the enclosed information sheet. Opening ceremonies will commence at Neil Gylling Park at 12:00 noon. If you are interested in renting space this year, please complete the enclosed application and return, with payment, **no later than August 15, 2010**. Applications received after August 15 accepted on a space available basis and will be subject to a \$15 late fee.

Byram Day is an excellent opportunity to advertise your product or service to your local patrons, the citizens of Byram Township and neighboring communities. You may sell your product at your exhibit as long as it does not conflict with other organizations. **There is a limit of ten (10) FOOD ITEMS any organization can sell and ONLY Non-Profit organizations supporting Byram Township can be Food Vendors. Proof of insurance from Food Vendors must accompany the application.** The Byram Day Committee reserves the right to limit the types of activities presented and merchandise sold. *Silly String, spray hair paint, swords, bats, guns, knives, water guns and any inflatable items greater than eighteen (18) inches are not to be sold or otherwise distributed.*

We look forward to hearing from you. If you have any questions, please do not hesitate to contact me at 973-229-2026 or [joev@fifcorp.com](mailto:joev@fifcorp.com)

Sincerely,

*Joe Visceglia*

Joe Visceglia  
Byram Day Vendor Coordinator

# TOWNSHIP OF BYRAM NEW JERSEY



## 2010 BYRAM DAY BOOTH INFORMATION

Byram Day is Saturday, September 11, 2010 from 12:00 noon to 5:00 pm; rain date is Sunday, September 12, 2010. There are no refunds of fees.

Please be at Neil Gylling Park, Mansfield Drive between the hours of 9:00 am to 10:30 am. **No vehicles will be allowed to enter the Park after 11:00 am, or until 5:00 pm. Parking will be provided for vendors off site. All exhibitors begin breaking down at 5:00 pm and must be off the field by 6:00 pm.**

### ON ARRIVAL YOU MUST COMPLY WITH THE FOLLOWING INSTRUCTIONS:

Check in at the designated checkpoint near the entrance to the park to receive your map of the field indicating your booth location.

After unloading, please remove your vehicle from the field as soon as possible.

**ALL VEHICLES MUST BE OFF THE FIELD BY 11:00 AM.**

Both on arrival and after unloading, you are to abide with the instructions from the Byram Police, Byram DPW, Byram Fire Department or designated parkers as to checkpoint area and where to park your vehicle.

Exhibitors are solely responsible for setting up their own displays and must supply their own tables, chairs, canopies, umbrellas, extension cords, etc. Booth size is 15 feet wide by 10 feet deep.

Canopies or umbrellas are recommended since Byram Day is held in an open field and the sun can be very hot. Bottled water, beverages and food will be available for purchase.

Anyone having a food booth will be supplied with NJ State Fire Marshall and Board of Health regulations to insure your booth is in compliance. All vendors must supply their own fire extinguisher. If possible, due to new regulations, this should be a Class K portable fire extinguisher. Propane tanks must be secured to prevent falling over and should not be under tents. All cooking apparatus shall not be under a tent and must be at least 5 feet from the public. The Fire Marshall will inspect cooking booths prior to 12:00.

Arrange to have change and small bills. Banks close early.

If you have any questions regarding your booth prior to Byram Day, please contact Joe Visceglia at 973-229-2026 or [joev@fifcorp.com](mailto:joev@fifcorp.com)

**THANK YOU FOR PARTICIPATING IN BYRAM DAY AND MAKING IT A GREAT DAY!**

**2010 Byram Day Application**  
**Saturday, September 11, 2010 12 Noon to 5 pm**  
**Neil Gylling Park, Mansfield Dr., Byram Twp. NJ**

**Rules**

Set up begins at 9:00 am. Each display is 15 ft wide x 10 ft deep. Sharing a single space is permitted. **Vehicles are allowed in designated areas on the field for unloading purposes only and must be removed by 11:00 am.** Handicap parking is available if needed. Participants must supply their own tables, chairs, canopy, electrical cords, etc. **All exhibitors are expected to remain on the field until 5:00 and must be off the field by 6:00 pm.**

Non-Profit organizations are tax-exempt.

**FOOD VENDORS:** Only Non-Profit organizations supporting Byram Township are allowed to sell food. The food items to be sold by an organization, is limited to a maximum of 10 and requires return notification from the Byram Day Committee to sell a food item at Byram Day. Signage will be provided in your check-in package for display of approved food items.

For more information, please contact Joe Visceglia at 973-229-2026 or [joev@fifcorp.com](mailto:joev@fifcorp.com)

**Application Information**

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Items to be sold: \_\_\_\_\_

THE BYRAM DAY COMMITTEE RESERVES THE RIGHT TO LIMIT THE TYPES OF ACTIVITIES PRESENTED AND MERCHANDISE SOLD

**Entrance Fees (per space):**

Business/Crafter, etc.	<input type="checkbox"/> \$50.00	Non Profit Food Vendor	<input type="checkbox"/> \$40.00
Non Profit Sales	<input type="checkbox"/> \$40.00	After 8/15 Late Fee	<input type="checkbox"/> \$15.00
Non Profit Info Only (Byram)	<input type="checkbox"/> \$ 0.00	Turn key (tent, table, 2 chairs)	<input type="checkbox"/> \$100.00
Non Profit Info Only (Other Towns)	<input type="checkbox"/> \$10.00		
Electricity	<input type="checkbox"/> \$15.00 additional	Appliance _____	amps _____

Make checks payable to: **Byram Township**

I enclose \$ \_\_\_\_\_ for \_\_\_\_\_ space(s) Electricity Yes  No

Mail application to: **Byram Day Committee**  
**10 Mansfield Dr.**  
**Stanhope NJ 07874**

**Payment and application must be received by August 15, 2010. All Fees are Non Refundable**

**Waiver:** I will not hold The Byram Day Committee or the Township of Byram responsible for loss and/or damage to personal property or personal injuries connected to or resulting from this event. There are no refunds of fees.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

**Note: Applications will not be accepted without a signature.**  
This agreement expires after the event has been completed.

**2010 Byram Day Application**  
**Saturday, September 11, 2010**  
**12 Noon to 5 pm**  
**Neil Gylling Park Mansfield Drive, Byram Twp. NJ**

**FOOD VENDOR ADDENDUM**

The food items to be sold by a non-profit organization supporting Byram Township, is limited to a maximum of 10 and requires return notification from the Byram Day Committee to sell a food item at Byram Day. Return notification will be sent advising you the items that have been approved. Signage will be provided in your check-in package for display of approved food items.

Organizations selling food items not on their approved list will be suspended for one year from participating at Byram Day. This means any previously sold items will be up for grabs and not held for your re-instatement.

For more information, please contact Joe Visceglia at 973-229-2026 or joev@fifcorp.com

**Application Information**

Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Items to be sold in priority order: \_\_\_\_\_ Approved (Yes or No)

- |     |       |       |
|-----|-------|-------|
| 1.  | _____ | _____ |
| 2.  | _____ | _____ |
| 3.  | _____ | _____ |
| 4.  | _____ | _____ |
| 5.  | _____ | _____ |
| 6.  | _____ | _____ |
| 7.  | _____ | _____ |
| 8.  | _____ | _____ |
| 9.  | _____ | _____ |
| 10. | _____ | _____ |
| 11. | _____ | _____ |
| 12. | _____ | _____ |
| 13. | _____ | _____ |
| 14. | _____ | _____ |
| 15. | _____ | _____ |

Extra lines have been provided in the event an item has already been committed. Please list items in priority order. Number 1 should be the food item you would like to sell the most, number 2 the second item you would like to sell the most, etc.

Make checks payable to: **Byram Township**

I enclose \$ \_\_\_\_\_ for \_\_\_\_\_ space(s)      Electricity Yes  No

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