



PUERTORRICAN CULTURE PRESERVATION INC

**BACK TO SCHOOL GIVEAWAY APPLICATION
SPACE RENTAL CONTRACT AGREEMENT**

Event Date: 8/12/2023

Location: Arts Park- 24-32 N. 5th Street, Allentown, PA 18101

Time: 12pm - 3pm

***** Helping Angels need to be set up no earlier than 2 hours prior to the start of the event.
(10:00AM)**

Company Name: _____
Nombre de Compañía

Print Name: _____
Nombre

Address: _____
Dirección

Phone: _____
Teléfono

E-mail: _____
Correo Electronico

Items that you will be donating:

artículos que vas a donar

Signature: _____
Firma

Date: _____
Fecha

Contact Person: Carmen Maldonado

**Phone number: (484) 661-2154 Cell: 267-322-1460 (Text is the best way to reach me during the day).
For immediate attention please contact our office at (484) 661-2154**

Email: info@prculturepreservation.org



PUERTORRICAN CULTURE PRESERVATION INC

GUIDELINES FOR FOOD/CRAFT Helping Angels

1. PRCP Back to school giveaway will be held on 8/12/2023. No refunds will be issued. Alcoholic beverages are strictly prohibited.
2. Types of Helping Angels:
 - Food (ethnic and non- ethnic)
 - Promotion
3. Packaging and food Helping Angels waste generated by Helping Angels must be taken to the designated dumpster area or home with the Helping Angels and leave their rent area clean.
4. Electricity and water is not available. Follow the City Allentown bureau of Health guidelines and hands washing.
5. The Helping Angels space will be 10 x 10. Helping Angels must bring their own equipment such as chairs, tablecloths and canopies. All tables must have coverings to the ground.
6. **Helping Angels officially run from 12pm to 3pm. Helping Angels must be set up by 10am and broken down by 3:30 pm.**
7. **Permits for vending and allotted space are NOT TRANSFERABLE.** Any Helping Angels found in violation of this regulation will be barred from any future PRCP events.
8. Representatives of the PRCP committee will visit all Helping Angels to review the stand's compliance with guidelines. Those not complying with guidelines will be asked to leave the festival and will not be permitted to participate in future events.
9. Each Helping Angels is responsible to provide their own container for regular and recyclable waste. These containers must be placed in easy access areas. **Helping Angels will be responsible for cleaning up their own space.**
10. **All Helping Angels must obtain all licenses/permits as required by the City and State laws regardless of whether they intend to sell or promote a product or service.**
11. All Helping Angels using cooking equipment must bring a fire extinguisher.

Helping Angels Signature: _____

Date: _____

PRCP Signature: _____

Date: _____