



45th Annual Shippensburg Corn Festival Food Vendor Application

August 29, 2026 8 am to 4 pm – Rain or Shine

<https://shippensburgcornfestival.net/>

Application deadline: January 31, 2026

Please print neatly and clearly so your application can be easily read!

Thank you for your interest in the 2026 Shippensburg Corn Festival. We invite you to join our celebration during this one day street festival that brings approximately 40,000 people to the downtown area of Shippensburg, PA. The main street is filled with quality crafts, delicious foods and amazing entertainment.

Contact Person's First & Last Name: _____

Business/Organization Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Cell Phone: _____ Can you receive a text? _____

Email Address: _____

Website/Social Media Name and Link: _____

Type of Food (*circle below*) and Copy of Menu (*MUST BE* included with application and exact items for sale)

American	Asian	Coffee/Beverages	Desserts	Greek	Ice Cream
Jamaican	Mexican	Pizza	Seafood	Snack Foods	Other _____
Share any Corn Items in your menu offerings _____					

Food Truck, Tent or Mobile Cart? _____ Service Window: DRIVER or PASSENGER side? _____

EXACT Measurement of tent/trailer _____ Feet

(Measurement *MUST* include anything that extends beyond the truck such as but not limited to, the hitch, bumper, awnings, or generator) Space Rental: Up to 20 feet - \$100 21 - 30 feet - \$150 31 - 40 feet - \$200

Mobile Cart: AM only (7 am - 12) \$125 PM only (12 - 4 pm) \$100 All Day - \$200

Do you have a generator? _____ **All approved generators must be 60 decibels or less.

Festival Compliance Agreement:

As a Food Vendor of the Shippensburg Corn Festival, I agree to comply with the rules and regulations of this event. That, in consideration of my application being accepted, I intend to be legally bound; that I do hereby, for myself and my heirs, executors, administrators, successors and assigns release and forever discharge any and all rights and claims for damages which I may have or here-after accrue to me against the Shippensburg Corn Festival and the Borough of Shippensburg, and their employees, officers, volunteers, members and board of directors for any and all damages, losses and injuries sustained to me and/or my property during the Shippensburg Corn Festival. I hereby agree to indemnify, hold harmless and defend the aforementioned entities from any claim of action for property damage, personal injury, and/or wrongful death. I attest that I am physically fit & am responsible for my own actions.

Signature _____ Date _____

REQUIREMENTS needed for your business/organization to be CONSIDERED for 2026 festival:

- 1. Retail/Mobile Food Licensing Permit** from Commonwealth of PA Dept of Agriculture. If applying from out of state, include your state licensing permit.
- 2. Certification of Insurance (COI)** - Policy of liability insurance naming "Additional Insured" to include the Corn Festival, its employees and the Borough of Shippensburg. Minimal policy amount for \$1,000,000.
- 3. Full Menu and Photograph of Concession Set-up.** Menu must include all foods AND projected selling prices of each item that will be available that day (NO additional foods may be added once application is submitted)

VENDOR RULES AND POLICIES

1. Acceptance: Submitting an application does **NOT** guarantee you a space. The Food Vendor Committee will accept a limited number of vendors for the event. Having been accepted to past festivals does NOT guarantee you a space, seniority or any special acceptance privileges. All applications will be reviewed and vendors will be selected based on a number of criteria including: proposed items, completeness of application, space requirements, appearance of stand, and adherence to rules. The food vendor deposit must be sent with the application by January 31, 2026, checks should be made payable to the Shippensburg Corn Festival. If payment is not received by this deadline you risk losing your space to another vendor. Acceptance, denial and waitlist notifications will be sent on or before March 31, 2026.

2. Cancellation/Withdrawal Policy: Once accepted into the festival, all cancellations/withdrawals must be submitted in writing and the deposit is non-refundable.

3. Licensing & Insurance: Food vendors must submit required paperwork listed above with the completed application.

4. Vendor Space: Your booth is expected to be neat, attractive and well-maintained. **Signage REQUIREMENTS MUST be visible and needs to include a menu with clear pricing, Food Retail License AND Sales Tax Certificate.** Presentation is everything, corn decor (ie: corn stalks, etc) at your booth is suggested. Your booth must have a **fire extinguisher** if you have a grill or ALL vendor **tents MUST BE SECURED**, 30 lb. weights per tent leg is suggested. Tables, chairs, weights, or other supplies will not be provided for vendor spaces. Vendors may only sell the items listed on their application during the listed event hours (8 am - 4 pm). New items may not be added after acceptance has been granted. Vendors may not leave the festival prior to the official end time for any reason, including selling out or exhausting supplies.

5. Check-In, Set-Up and Tear Down: Vendors are required to arrive on time and should expect to arrive 3 hours before the event. Festival streets are officially closed off to outside traffic at 5 am. Once placed in your space by a committee member, all stands should be finished with set-up by 7:30 am. Vendors are responsible for setting up, maintaining and removing their own booth, its contents and trash (see #7). Tear down occurs no earlier than the conclusion of the festival at 4 pm and must be finished no later than 6 pm.

6. Parking: All passenger vehicles must be removed from the street by 7:30 am. A list of parking areas will be provided once accepted, please note that some parking lots have a daily fee to park.

7. Trash Removal: All vendors are responsible for disposal of their own bulk trash. This includes boxes, cardboard, bottles, plastic, cooking waste and cooking oils. It may not be placed in or by any festival trash containers.

8. Weather: This is a rain or shine event.

9. Additional Festival Fees: In addition to space rental fees, at the conclusion of the festival those businesses/organizations within the Shippensburg School District will submit 10% of total gross sales, those outside of the district will submit 15% of gross sales to the food committee, prior to leaving the festival.. A collection folder will be distributed to your stand during the day of the festival.

10. Other: No alcohol, illegal substances or weapons allowed. No costumes, outfits or any attire that represents a character can be worn at the festival. "Corny" is the only character allowed at the Shippensburg Corn Festival.

Vendor Application Checklist:

- ☐ **Completed Application**
- ☐ **Self-addressed stamped envelope (business size)**
- ☐ **Copy of Retail/Mobile Food License**
- ☐ **Copy of Certification of Insurance**
- ☐ **Full Menu** Menu must include all foods AND projected selling prices of each item available that day
- ☐ **Photograph(s) of Food Truck or Concession Set Up**
- ☐ **Payment (non-refundable once accepted). \$25 service fee for all returned checks -**
Make checks out to: Shippensburg Corn Festival. Note that all checks are held without being cashed until final decisions are made.

Food Tent/Truck

- ☐ **Up to 20 feet - \$100**
- ☐ **21 - 30 feet - \$150**
- ☐ **31 - 40 feet - \$200**

Mobile Food Cart

- ☐ **AM Only (7 am - 12) \$125**
- ☐ **PM Only (12 - 4 pm) \$100**
- ☐ **ALL Day - \$200**

- ☐ **Sign and read the “Festival Compliance Agreement” statement.**
- ☐ **Mail Application and all enclosures by January 31, 2026 to:**

*Shippensburg Corn Festival
ATTN: Food Vendor Committee
PO Box 704
Shippensburg, PA 17257*

What Happens Next?

After the completed application and all enclosures have been received by the deadline of January 31, 2026, the committee will review all applications. By March 31, 2026, the contact person listed on the application will then receive direct communication by email indicating your acceptance, denial or waitlist to the 2026 Shippensburg Corn Festival. All vendors denied admittance to the festival, will have their monetary payment returned by postal mail as well as the reason for denial. Detailed communication regarding set up, event layout and tear down instructions will be sent at least 5 days prior to the event. Vendors are expected to work amicably with the Shippensburg Corn Festival committee members, fellow vendors, and customers for the entirety of the event. Uncooperative or contentious vendors will forfeit their booth space.

The 2026 Shippensburg Corn Festival has new changes on the horizon and these changes offer the possibility for new food vendor locations. Please know there are no guarantees that a past vendor will automatically be accepted. With the possibility of new options for food vendor spaces, there is no guarantee that if you are a returning vendor that you will be at the same location as in previous years. As new food vendor co-chairs for 2026, we are excited to bring new and exciting variety to our food vendors. We are looking for tasty food options and for vendors who are compliant to festival rules and regulations.

2026 Food Committee Co-Chairs

Jodi Ocker and Sue Dehoff

(717) 580-3301 and (717) 372-8743 (*Texting preferred*)