



Borough of Hanover
44 Frederick St., Hanover, PA 17331 717.637.3877
The Hanover Market House
210 E. Chestnut St., Hanover, PA 17331 717-632-1353

Date Received

Received By

Vendor Application

BUSINESS INFORMATION

Business Name _____

Business Owner Name _____

Business Email _____

Phone(s) (C) _____ (H) _____ (W) _____

Business Facebook Address and/or Website _____

Owner Street Address _____

Business License Number (If applicable) _____

Driver's License Number _____

Vehicle Make/Model expected to be parked at the Market _____

Vehicle License Number _____

Please list two business references. (Name, Email, Phone)

1. _____

2. _____

Please list workers you expect to be helping in your stall.

Name _____	Phone _____
Name _____	Phone _____
Name _____	Phone _____

Emergency Contact Information

Name _____	Phone _____
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PRODUCT INFORMATION

Product Description _____

Please attach images of your product. You may provide a link to your website or Facebook page.

Food Vendors:

Will you need access to water? Yes or No

Please mark all products which apply to your application.

- Prepackaged Food
- Produce
- Food Prepared on Site

Will you need electricity? Yes or No If yes, number of electric plugs needed: _____

Will you have electric cases? Yes or No If yes, number of electric cases to be placed: _____

Please note – Food vendors may be required to undergo state inspection prior to opening.

2024 MARKET HOUSE RENTAL FEES

Each stall measures 7' long x 30" wide x 36 " high

Annual Stall Rental	\$500.00
Semi-Annual Stall Rental	\$400.00
Quarterly Stall Rental	\$350.00
Weekly Stall Rental	\$50.00
Weekly Non-Profit (Limited to 4 Consecutive Weeks)	\$10.00
Restaurant Stall Rental (Seating Extra)	\$930.00
Electric Access (Per Outlet)	\$100/outlet
Electric Plug in for Case	\$100.00/case

Please note – Any alterations to existing facilities will be at the expense of the vendor and will become property of the Hanover Market House.

COMPLETION OF APPLICATION DOES NOT ISSUE ADMITTANCE TO THE MARKET.
ACCEPTANCE TO THE MARKET IS BASED ON BOROUGH COUNCIL APPROVAL.

I certify that all information in this application and the required documents is accurate to the best of my knowledge. I agree to comply with the Hanover Market House regulations. I understand that I will notify the Market Administrator or the Market Master of any changes regarding the information on this application.

Signature of Applicant

Printed Name of Applicant

Date

Please return completed application to
Market House Market Master Curtis Oviatt
MarketHouse@HanoverBoroughPA.gov
Or Administrator Valerie Meyers
VMeyers@HanoverBoroughPA.gov
44 Frederick St., Hanover PA 17331
717-637-3877

Suggested Annual/Semi-Annual/Quarterly Application Process

Step 1: Obtain business license as applicable.

Complete application.

Submit application with applicable signed documents. Include product images as necessary for review.

Step 2: Schedule interview to discuss vendor/market expectations.

Step 3: Food vendors undergo initial inspection with state as required.

Step 4: The Market Administrator will prepare the Article of Agreement to be signed by applicant and witness.

Article of Agreement will be presented to Borough Council for acceptance.

Step 5: Vendor participate in Market.