



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 _____

Driver's License Number _____

Vehicle Make/Model Expected to Park at the Market _____

Vehicle License Number _____

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

1. _____

2. _____

Please provide a copy of a Pennsylvania background check. (If you do not have one, please contact the Borough of Hanover.)

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

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

Emergency Contact Information.

Name _____ Phone _____

PRODUCT INFORMATION

Product Description _____

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

Food Vendors:

Please mark all products which apply to your application.

Prepackaged Food

Produce

Food Prepared on Site

Will you need electricity? Yes or No

Number of electric plugs needed: _____

Will you need access to water?

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

2022 MARKET HOUSE RENTAL FEES

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

Annual Stall Rental Rate	\$400.00
Semi-Annual Stall Rental Rate	\$310.00
Quarterly Stall Rental	\$280.00
Weekly Stall Rental	\$40.00
Restaurant Stall Rental Rate w/Eating Space	\$1,140.00
Electric Access (Per Outlet)	\$55.00

Please note – Any alterations to existing facilities will be at the expense of the vendor and will become property of The 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
The Market House Administrator Valerie Meyers
(VMeyers@HanoverBoroughPA.gov)
44 Frederick St., Hanover PA 17331
717-637-3877

Suggested Application Process

Step 1: Obtain business license and background check.

Complete application.

Submit application with applicable documents or product images for Borough Manager 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.