

ROBBINSVILLE TOWNSHIP COMMUNITY FESTIVAL

★ NON-PROFIT EXHIBITOR GUIDE ★

Thank you for participating in the Robbinsville Township Community Festival!



ARRIVAL & CHECK-IN

- ✓ Setup begins at 11:00 a.m.
- ✓ Please arrive no later than 1:30 p.m.
- ✓ Exhibit hours are 2:00 p.m. – 6:00 p.m.
- ★ Exhibitors **MUST** remain set up and staffed until 6:00 p.m. Do not dismantle or leave early.
- ✓ Enter through Gate 1 or Gate 2 on West Manor Way.
- ✓ Upon arrival, ask for Bella or a Non-Profit Area Volunteer wearing a royal blue Township polo.
- ✓ Spaces are assigned on a first-come, first-served basis.



YOUR EXHIBIT SPACE

- ✓ Each space is at least 12' x 12'.
- ✓ Organizations may occupy up to two spaces.
- ✓ Bring your own tent, tables, chairs, and display materials.
- ✓ Tents are highly recommended.
- ✓ All tents must be secured immediately with stakes or weights.
- ✓ Electricity is NOT available.



VEHICLES & PARKING

- ✓ One vehicle per organization is permitted in the Community Park parking lot.
- ✓ Use the designated drop-off area at Gates 1 and 2.
- ✓ Unload first, then move your vehicle to the designated parking area before setting up.
- ✓ Be prepared to transport all equipment to your exhibit space.
- ✓ No vehicles are permitted on the grass next to exhibit spaces.
- ★ Do not leave vehicles in the drop-off area. This area must remain clear for emergency access.



NON-PROFIT AREA RULES

- ✓ No food or beverages may be distributed.
- ✓ Individually wrapped candy is permitted.
- ✓ No cooking equipment is permitted.
- ✓ Please remain within your assigned exhibit space.
- ✓ Help create a family-friendly and welcoming environment for all attendees.



HELP MAKE IT FUN!

- We encourage organizations to:
- ✓ Offer information about your mission and services.
 - ✓ Provide interactive activities or demonstrations.
 - ✓ Offer giveaways or prizes.
 - ✓ Decorate your booth in patriotic red, white, and blue.
 - ✓ Engage visitors and help celebrate **America's 250th Birthday!**



★ HOW NON-PROFITS MAKE AN IMPACT ★

- ✓ Share your mission with the community.
- ✓ Recruit volunteers and supporters.
- ✓ Build awareness for your organization.



WEATHER & EMERGENCIES

- Follow directions from:
 - ✓ Festival Staff
 - ✓ Police
 - ✓ Fire Department
 - ✓ EMS Personnel
- Event Date: Saturday, June 13, 2026
Rain Date: Sunday, June 14, 2026
- For weather-related cancellations, updates will be posted on the festival website by noon on Friday, June 12, 2026.
- Festival Location:
15 West Manor Way,
Robbinsville, NJ 08691



IMPORTANT REMINDERS

- ✓ Bring water and refreshments for your volunteers.
- ✓ No tents, tables, chairs, or electricity will be provided.
- ✓ Promote your participation through social media, newsletters, and customer communications.
- ✓ Please distribute the festival flyer to your supporters and community members.



IMPORTANT CONTACTS

Festival Coordinator
Libny Sanchez
(609) 477-0589

Non-Profit Area Coordinator
Cherry

If you have any questions or concerns, please don't hesitate to contact us. We can't wait to see you at the festival!



Thank You!
ROBBINSVILLE COMMUNITY FESTIVAL A SUCCESS!

★ STAY FOR THE FUN! ★
6:00 p.m. – The Fry Boys
7:00 p.m. – The Best of the Eagles
8:00 p.m. – Fireworks



★ ROBBINSVILLE TOWNSHIP COMMUNITY FESTIVAL ★

★ GENERAL MAP ★



W MANOR WAY

W MANOR WAY

EVENT AREA

NON-PROFITS AND
HANDICAP PARKING

GENERAL
PARKING

PRIZE ALLEY
PARKING

Meals on Wheels
Cornhole
Tournament

GORDON RD



EVENT LOCATION

15 West Manor Way
Robbinsville, NJ 08691

BEVERAGES

FOOD TRUCKS

PORTA-POTTIES

PETTING ZOO

AMUSEMENTS

PONIES

EATING AREAS

MAIN
STAGE

MIDDLE STAGE

LASER TAG
(OUTDOORS)

KIDS
AMUSEMENTS

MAIN
ENTRANCE

INFO

PRIZE ALLEY
EXHIBITORS

LOCAL TOWNSHIP
DEPARTMENTS

NON-PROFIT
EXHIBITORS