



2009 Wineries/Farms Vendor Application Contract Rules and Regulations

DATE: Saturday, October 3rd, 2009 (Rain date is Sunday, October 4th)

PLACE: Cluett-Schantz Memorial Park, Route 9W, Milton, NY

VENDOR FEES: **New 2009 vendors \$30; returning 2008 participants \$25.**

1. Vendor Fee is due and payable at the time the contract is returned to *Festival Management*. Vendor understands that once *Festival Management* accepts Vendor as a participant, the vendor fee is non-refundable.
2. The Fee entitles vendors to a 12' x 12' space.

CONTRACT DEADLINE: **Sept. 1, 2009**

NEW YORK STATE SALES TAX: VENDOR **must** possess a valid N.Y.S. Sales I. D. Number, if applicable, and provide *Festival Management* with a photocopy of a current permit issued by the N.Y.S. Sales Tax Bureau. **VENDOR WILL NOT BE ACCEPTED WITHOUT THIS CERTIFICATE, which must be displayed by VENDOR during Festival hours.**

INSURANCE: VENDOR must furnish *Festival Management* with a Certificate of Insurance with liability limit of no less than \$1,000,000 and shall name the **Town of Marlborough and Meet Me in Marlborough** as "additional insured" and Cluett-Schantz Memorial Park as the premises for the event.

SETUP

Vendor booth setup will begin at **8:30am** on Saturday October 3rd and your vehicle must be moved to the Vendor Parking area by **9:00 am**. The park will be closed to vendor car traffic from 9:00am to 10:00am. Vendors will be required to show a vendor car pass at check in, which will be mailed to you. Please place it visibly on the dashboard to facilitate admittance. Only 2 vehicles and 2 people per vendor booth will be allowed to enter before festival opens. All others must pay entrance fee.

HOURS

1. The Festival gates are open to the public from 10:00am-4:00pm. Your booth exhibit must be in order by 9:00 am. Vendors may not break down booths before 4:00pm. To insure pedestrian safety, vendors and their staffs' cars will not be allowed on festival walkways before 4:00pm and will not be allowed to leave the park before 4:30pm
2. Vendors will be open for business from 10:00am to 4:00pm regardless of the weather. The *Festival Management* must approve any deviation from posted hours.

DECORATIONS AND HOUSEKEEPING

1. Tent/canopy sides are not required but are recommended for your booth. This always makes for a professional appearance.
2. At the end of the Festival, your area must be left as you found it with all refuse bagged/tied and disposed of in the designated location.

PETS

Pets will not be permitted on the Festival Grounds. Exception only for service/guide dogs accompanying visually or otherwise impaired individuals.

The will be no **HAWKING** or **SELLING/GIVING AWAY OF NON PACKAGED FOOD.**

RETAIN THIS PAGE FOR YOUR RECORDS.



Heart of the Hudson Valley BOUNTY FESTIVAL

Marlborough, NY: A small farming town serving the region

2009 Wineries/Farms Vendor Application

THIS AGREEMENT between "HEART OF THE HUDSON VALLEY" BOUNTY FESTIVAL (herein referred to as "FESTIVAL MANAGEMENT") and _____ (herein referred to as "VENDOR") for exhibition space at the "HEART OF THE HUDSON VALLEY" BOUNTY FESTIVAL to be held on Saturday, October 3rd at Cluett-Schantz Memorial Park, Route 9W, Milton, NY, 10 am – 4 pm. Rain date is Sunday, October 4th.

VENDOR

(PLEASE PRINT)

BUSINESS: _____

OWNER: _____

BUSINESS ADDRESS: _____

HOME ADDRESS: _____

BUSINESS TELEPHONE: _____

HOME TELEPHONE: _____

CELL PHONE: _____

EMAIL ADDRESS: _____

WEBSITE: _____

RAINDATE Telephone Number (Fri eve/Sat morn): _____

SIGNATURE (Owner)

TITLE

DATE

I have read the accompanying Rules and Regulations and agree to abide by them. I further understand that the vendor fee is non-refundable even if the event is rained out for the entire weekend.

Make checks payable to: Marlborough Agricultural Alliance

Remit Check with Page 2 of Application to:

"Heart of the Hudson Valley" Bounty Festival
Marlborough Town Hall
P.O. Box 305 Rt. 9W
Milton, NY 12547

Website: www.hvbountyfestival.com
Phone: (845)464-2789 or (845)616-7824

Check Appropriate Item(s)

- Vendor Fee Payable to Marlborough Agricultural Alliance
- Photocopy of Sales Tax Cert
- Alcohol Certificate
- Certificate of Insurance
- Signed Application page 2
- 1 Car Pass including 2 vendor passes
- 2 Car Passes including 2 vendor passees