VILLAGE OF WAPPINGERS FALLS

VENDOR APPLICATION

ANNUAL HALLOWEEN & FALL FESTIVAL

SATURDAY, OCTOBER 15, 2016

11:00AM-5:00PM

RAIN OR SHINE

The following Contract are the rules and regulations:

1. The Village Recreation Department is not responsible to supply tables, chairs or tents.
2. The Village Recreation Department is not responsible for lost or stolen property or accidents during set up or throughout the duration of the fair.
3. Rental space is to be paid in full with the return of the contract.
4. Each rental space dimensions are 10' x 10'.
5. Renter is responsible for cleanup of their area at the end of the festival.
6. The event is rain or shine. Therefore, a tent is not necessary but recommended.
7. All applications will be reviewed & approved by the Recreation Committee. Attached hold harmless agreement must be signed and returned with the application.
8. All food vendors must have a Health Food Permit from Dutchess County.
9. **Electricity is not available.**
10. Vendors are responsible for cleanup of their space at the end of the festival.
11. This is a family event. Vendors are asked not to vend violent or grouse goods.
12. If you are responsible for collecting NYS sales tax it will be your responsibility to hold the necessary sales tax permit.

FOOD VENDORS: VENDORS SERVING FOOD OR DISTRIBUTING FOOD SAMPLES WILL BE REQUIRED TO OBTAIN A FOOD PERMIT FROM DUTCHESS COUNTY DEPARTMENT OF HEALTH (845) 486-3400. FAILURE TO HAVE THE PROPER FOOD PERMIT COULD RESULT IN A FINE OF UP TO $2000 AND BEING REMOVED FROM THE EVENT. PLEASE NOTE THAT YOU SHOULD GIVE YOURSELF ENOUGH TIME TO APPLY AND RECEIVE YOUR PERMIT BEFORE THE EVENT. YOUR PERMIT SHOULD BE DISPLAYED IN AN AREA WHERE IT CAN BE CLEARLY SEEN.

Early Registration Fee: $35.00 Application must be received by Friday, April 1st, 2016

Vendor Space (10 feet long by 10 feet deep)

Number of Spaces: _____ x $35.00 each = _____

After Registration deadline (April 1st):

Vendor Space (10 feet long by 10 feet deep)

Number of Spaces: _____x $40.00 each= _____

Name of Business or Organization:

_____

Responsible Party:

_____

Address:

_____

Telephone: _____

Email: _____

Products Promoting or Selling:

_____

_____

I hereby apply for booth rental at the Wappingers Falls Halloween Parade and Festival. I have read the application completely and understand the provisions set forth. I agree to comply with all conditions set forth. I understand that no booths will be held unless paid in full. I agree to abide by the rules and regulations of the Halloween & Fall Festival and I understand that I will be removed from the festival without a refund of any kind if any of the rules and regulations are violated or if any behavior is deemed in appropriate. I have signed & returned my application with the hold harmless agreement.

This application does not guarantee a space. All checks & cash will be deposited and will be refunded if space is not available or I am not selected. Refunds can take up to 1 month to be returned.

NO REFUNDS!

_____ _____

Responsible Party Date Signed

Please return application to: Attn: Recreation Department, Village of Wappingers Falls, 2582 South Avenue, Wappingers Falls NY 12590.

Recreation Department: Phone (845) 297-8773 ext. 7 or e-mail dcalabrese@wappingersfallsny.gov