



2018 - Sugar Loaf Fall Festival

PO Box 125, Sugar Loaf, NY 10981
(848) 467-8427 [848-46SUGAR]

The Sugar Loaf Fall Festival will be held this year on **October 6-8th, 2018**

**Thank you for applying to the Sugar Loaf Fall Festival. Please read the rules.
They have changed and it is VERY important that you read them.**

GENERAL INFORMATION:

- ❖ **Location:** Sugar Loaf, NY 10981 - GPS to 1407 Kings Highway Sugar Loaf New York
- ❖ **Set-up Time:** 7:00 am to 9:30 am. (ALL vehicles **MUST** be off the street by **9:00am**)
- ❖ **Festival Hours:** 10:00 AM. To 5:00 PM
- ❖ **Electricity:** **None**, You can supply your own generator, must be **75 DCB or lower**, Fire Extinguisher must be present.
- ❖ **Tent Space Size:** Single space = 10' wide by 10' long.
- ❖ **ALL** tents are required to have a minimum of 20-lbs. weight attached to each leg – **NO Exceptions!**
- ❖ *Proof of Insurance must be attached to application listing Sugar Loaf Chamber of Commerce as additionally insured.*

COST:

- ❖ Craft & Specialty Vendors:
\$200.00 includes ALL 3 days, after Sept. 17th, \$50 late fee and NO checks
- ❖ Food Vendors:
\$300 includes ALL 3 days, after Sept. 17th, \$100 late fee and NO checks

RULES & REQUIREMENTS:

- ❖ All self-contained vehicles (Trailers, self-contained trucks etc.) must be listed on your applications. Total length and width *must* be shown on your application. This must include the tongue length of a trailer if the tongue is not removable. (i.e. a 22' trailer with a 3' tongue is really 25'). Our booths are 10 x 10'; therefore you will need to purchase booth space(s) to cover the length of your trailer.

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- ❖ Trailers **MUST** be in your space and parked **no later** than **8:30 AM**. If you arrive after that time it will be at **our** discretion to allow you entry or to assign you another space so **PLEASE ARRIVE EARLY**.
- ❖ All food vendors *must* have a New York State Department of Health Certificate. **NO OTHER CERTIFICATES WILL BE ACCEPTED!** Please submit a current copy with your application.
- ❖ **ALL food vendors not having a DOH certificate and Insurance on file with the Committee by Sept. 15th, will not be allowed to set up.** NO exceptions ****

Orange County Health Department
Goshen District Office
124 Main Street
Goshen, NY 10924
(845) 291-2332

- ❖ If you wish a confirmation letter returned, you **MUST** include a self-addressed stamped envelope or post card with your application or an email address asking for a confirmation.

PROHIBITED ITEMS:

- ❖ No: Silly String, Smoke Bombs, Stink Bombs “Snappers”, Radios, AV Equipment, Weapons, Guns, Ammo. No Pets. No drug related items. If it is illegal in New York State it is illegal at our festival.

PLEASE NOTE:

- ❖ To make it more profitable for all, we attempt to limit the quantity of like items to a reasonable number, but we cannot guarantee you will be the only vendor(s) of your craft or item type.
- ❖ Submission of application does not guarantee acceptance.
- ❖ No refunds or cancellations for any reason whatsoever. This is a rain or shine event.
- ❖ No post-dated checks.
- ❖ No checks will be accepted after September 17th. *Cash or money orders only, after that date.*
- ❖ Anyone accepted after September 17th will have to pay a late fee of \$50, food vendor \$100
- ❖ Spaces are limited (Approx. 85 available) Get your application in **EARLY!**
- ❖ We will attempt to accommodate location requests however we cannot guarantee this.
- ❖ Applications are considered on a first received, first considered basis.

MAILING LIST:

- ❖ Any questions or comments should be directed to one of the following outlets:
- ❖ Website: SugarLoafNewYork.com
- ❖ Email: SugarLoafNewYork@gmail.com
- ❖ Phone: (848) 467-8427 [Please leave a message, no “missed calls” will be acknowledged]
- ❖ Facebook: <https://www.facebook.com/SugarLoafNewYork>

A NOTE TO FOOD VENDORS:

- ❖ We attempt to limit multiple vendors selling the same food items, so please apply early if you want the opportunity to participate.
- ❖ *Please Remember, you must leave your space as you found it. Take large supply boxes, bottles, containers etc., away with you. Medium & small refuse can be put in provided garbage containers. If you leave your garbage behind, you will not be invited back.*



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www.sugarloafnewyork.com sugarloafnewyork@gmail.com

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VENDOR APPLICATION [Please print clearly]

Business/Organization: _____ Contact Person: _____
Street: _____ City: _____
State: _____ Zip Code: _____ Phone: _____
Email Address: _____ Total Number of Spaces: _____
Type of setup: ___ Tent ___ Truck ___ Trailer

Truck/Trailer Length: _____ Feet _____ Inches (Including Tongue)

Types of Booth: In the spaces provided above, specify how many of each kind of booth you will require.

Specify in detail: what you are selling below, use additional pages if necessary. Please provide several images if you are not a previous vendor or if your crafts/food selection has changed. Attach photos or email images.

ALL VENDORS NOTE: ONLY ITEMS LISTED ON THIS APPLICATION WILL BE ALLOWED FOR SALE IN YOUR BOOTH/TRUCK. Any items NOT listed here found in your booth/truck will be asked to be removed. If items found in your booth/truck differ substantially from what is listed here, you may be asked to leave the festival. No refunds for any reason.

FOOD VENDORS NOTE: Please list **all food** you are selling. Nonfood items are NOT permitted and require a separate Crafter application. **Food Vendors must attach a DOH permit otherwise your application and payment will be RETURNED.**

___ Craft _____

___ Novelty _____

___ Food _____

___ Other _____

Amount Remitted: \$ _____ (Please make checks payable to: **Sugar Loaf Chamber of Commerce**)

THIS IS A RAIN OR SHINE EVENT. THERE IS NO RAIN DATE.

We supply the space, you supply the rest. Please include payment (Payable to **Sugar Loaf Chamber of Commerce**) along with your completed application, Insurance, DOH permit, (for food vendors).

Vendor space number & Vendor passes will be sent out on or about October 1st. If your check is cashed, you have been accepted to participate.

PLEASE MAIL ALL CHECKS AND APPLICATIONS TO PO BOX 125, SUGAR LOAF, NY 10981

Release Statement:

- By signing below, I agree to consider this application a commitment if accepted and to abide by all rules set forth by the Fall Festival Committee of the Sugar Loaf Chamber of Commerce.
- I also understand and agree to the following: No items are to be sold that were not listed on my application and approved by the Fall Festival Committee. If my booth is at any time deemed to be unsafe or inappropriate for the festival audience by any member of the committee, I may be asked to cease all sales immediately and may not be allowed to return for the remainder of the festival.
- The use of live or recorded music, video or AV equipment is not permitted without prior written permission. No pets are allowed without prior written permission.
- The Sugar Loaf Chamber of Commerce and all members including the festival committee are not responsible in any way for personal injuries, property damage or theft which may occur to me or my associates as a result of my participation in this festival.
- All images presented in this application or taken during the festival may be used for promotional purposes by the Sugar Loaf Chamber of Commerce or its members.
- I am responsible for collecting NYS sales tax. My booth will be properly attended for all three days of the festival from 10am – 6pm and my booth area will be kept clean and safe. No early packing up or closing of booths is allowed, the Festival runs until 6pm rain or shine.
- No refunds will be issued for any reason including, but not limited to, rain, bad weather or events that adversely affects the festival in any way. This is a rain or shine event.
- The committee reserves the right to reject any application.

Signature: _____ Date: _____

Printed Name: _____

Phone: _____

Thank you for your interest in Sugar Loaf, N.Y. We look forward to a successful season with you!

Sugar Loaf Festival Committee