



**SLEEPY HOLLOW TARRYTOWN
CHAMBER OF COMMERCE**

1 Neperan Road, Tarrytown, NY 10591-3660

Phone: (914) 631-1705, FAX (914) 206 5115 Email: info@sleepyhollowchamber.com
www.GreaterSleepyHollowTarrytown.com

Sponsorship Opportunities Available

30th Annual Tarrytown Craft, Food and Street Fair

Presented by the Sleepy Hollow Tarrytown Chamber and Sponsored by the Village of Tarrytown.

Main Street, Tarrytown, NY 10591

LOCATION: Tarrytown's Historic Main Street

DATE: Sunday, June 4, 2017

TIME of Event: Set-up: 7:00 am to 9:30 am
Fair: 10:00 am to 5:00 pm

RAIN OR SHINE!

COST per 10'x10' space (no table or tent provided). Maximum Number of spaces per vendor is three.

NON Chamber Members: - Arts and Crafts Vendors – \$135/space, General Merchandise Vendors \$150/space,
Food Vendor \$225/space, Information Vendor - \$110

Sleepy Hollow Tarrytown Chamber Members – Information \$75, Retail \$100, Food \$125

Non-Profit organizations provide a 1/2 space (Location to be determined) \$35 for 5'x5' space

Add \$35 late fee if this application will be received after May 1, 2017

Important information:

- ❑ This fee is NON-REFUNDABLE after May 1, 2017. Prior to May 1st, fee is refundable less \$50. Fair is on rain or shine. No rain date.
- ❑ Fee entitles vendor to an approximately 10'x10' space **NOT** a full parking space.
- ❑ **Main Street merchants have priority for spaces in front of their stores until April 15, 2017.**
- ❑ The number of vendors and crafters is limited and **FEES MUST BE PAID IN ADVANCE.**
- ❑ You must find your own off-site parking before 9:30 AM.
- ❑ Exhibitors supply their own tables, chairs and tents.
(Tents are recommended to protect vendors and their products from possible rain or sun.)
- ❑ Weights are **REQUIRED** in order to secure tents during winds. If they are NOT in place during Fair, you may be asked to close.
- ❑ Loudspeakers and PA systems are **not** allowed except for musical entertainment with permission of the Chamber.
- ❑ **No electricity will be available.** If a vendor requires electric power, they must provide their own generator and have approval from the Chamber in advance. No noisy generators will be allowed.
- ❑ Spaces are pre-assigned on a first-paid first-assigned basis. No particular space can be guaranteed. **Food and Retail Vendors are assigned before non-profits.**

For a New York State Resale #, write:

NYS Dept. of Taxation & Finance

Sales Tax Bureau - Registration & Processing Section

State Campus, Albany, NY 12227 - Or - call 1-518-485-2889

Contract | TARRYTOWN Craft, Food and Street Fair – Sunday, June 4, 2017

Make checks payable to: Sleepy Hollow Tarrytown Chamber, 1 Neperan Rd. Tarrytown, NY 10591
Add \$35 **late fee** if this application will be received after May 1, 2017

Business Name _____

Contact Name _____

Billing Address _____

City _____ State _____ Zip _____

Tel# () _____ Cell #: _____

E-Mail Address: _____

Type of business: Retail: _____ Food Vendor: _____ Non-Profit: _____ Chamber Member? Yes/No

Number of spaces _____: Enclosed amt _____ Payment method: Check: _____ Money Order: _____ Visa/MC: _____

Amount Enclosed \$ _____ **Non Refundable (Rain or Shine... Must initial here that you agree _____)**

Card Holder's Name: _____

Visa/MC _____ - _____ - _____ (call to pay via credit card... 914 631-1705)

Exp. Date _____ / _____ / _____ Billing Zip Code _____

NYS RESALE # (if applicable): _____

I will exhibit the following items: (items must be included to validate contract)

N.B. Toy vendors: No "Silly String", "Snaps" or "Pop-Pops" (Loud Noise) toys, or fireworks!

BY SIGNING THIS AGREEMENT, THE VENDOR AGREES TO:

- Set up the exhibit by 9:30 AM. **Please note that if you are not here by 9:15 AM, we will re-assign your space to someone from our waiting list.**
- Remain set up for the **entire length of Fair** unless otherwise advised by the Sleepy Hollow Tarrytown Chamber of Commerce.
- Cooperate in the gathering of trash in and around your space.
- Withdraw any material found objectionable to the Chamber.
- **Sell only the products listed on the application.** If vendor has products not listed on the application that are in conflict with other nearby vendors, the Chamber may ask vendor to remove those items. (This will be enforced)
- **LOCAL Businesses located in Tarrytown may** be given an exclusive to sell certain items which will prohibit vendors or crafters from selling these specific items.
- **DO NOT** bring loudspeakers and/or PA systems.
- **Indemnify, defend and hold harmless** the *Sleepy Hollow Tarrytown Chamber of Commerce*, the *Village of Tarrytown* and the *Tarrytown Police Dept.* and its members, officers, employees, agents and representatives for all claims of bodily injury, property damage, and personal injury including all consequential financial loss resulting therefrom as well as all legal expenses involved in handling such claims.
- Collect and pay all municipal, state and federal taxes related to all sales made, **hold a valid NYS Resale Number** and provide the Chamber with such resale number.
- Vendors must provide the *Sleepy Hollow Tarrytown Chamber of Commerce* with a Certificate of Insurance evidencing a minimum of \$1,000,000 liability insurance naming; the *Sleepy Hollow Tarrytown Chamber*, the *Village of Tarrytown* and the *Tarrytown Police Department* as additional insureds
- Food vendors shall obtain and display any permits required by the Westchester County Dept. of Health. *Mt. Kisco office.*
- **The Fair ends at 5:00 PM. Vendors must cease sales at that time. The Tarrytown Police Department will strictly enforce this rule so they can open up the street by 6:00 PM (or you may be ticketed.)**

THE EXHIBITOR AGREES TO PAY A **NON-REFUNDABLE** SPACE RENTAL FEE. NO PARTIAL PAYMENTS ACCEPTED!
THE UNDERSIGNED EXHIBITOR AGREES TO FULFILL THE CONDITIONS STATED ABOVE (Important Information Paragraph)

(X) _____
EXHIBITOR'S SIGNATURE

Date