

# Chatham Summerfest Vendor Application

Saturday, July 13, 2024 - Presented By The Chatham Area Business & Arts Organization

\* Indicates required question

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1. Email \*

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2. Date

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*Example: January 7, 2019*

3. Business/Organization Name:

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4. Contact Name

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5. Phone

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6. Email

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## 7. Website/Etsy Page

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Vendor Fee is \$100 for a 12x12 space. Deadline for Applications is June 1st/First Come First Serve there are any spots left after June 1st the vendor fee will be \$125.

## 8. What type of Vendor are you \*

*Mark only one oval.*

Direct Sales/Retail/Commercial

Artisan/Crafter

Food Service

Non-Profit

Other: \_\_\_\_\_

## Electricity

We are unable to offer any electricity at this event.

## General Guidelines

1. The event will be held on July 13, 2024 from 11:00am-4:00pm. All booth space is located outdoors and vendors should be prepared to bring tents/canopies with weights in case of inclement weather. Set up time will be 8:30am-10:30 with all vehicles off the street by 10:30am. You will be contacted prior to the event with your vendor and parking locations.
2. There is a no rain date and no refunds given in case of bad weather.
3. Vendors are responsible for their own tents, tables, chairs, generators and for cleaning up their booth area
4. Excess inventory must be kept out of view and booth area kept neat, clean and orderly.
5. This is a first come/first serve event and the spaces are limited, the Summerfest Committee reserves the right to refuse any vendor space at the event, as well as prohibit the sale of any item/items for any reason whatsoever.
6. All vendors must remain open till the end of the event at 4:00pm. All vehicles must be off the street by 5:00pm.

## Food Service

Food vendors will be required to provide their own trash receptacles, maintain their cleanliness and remove all waste from the event. You are required to have the necessary licensing required by the State of New York and Columbia County. If you should have any questions regarding licensing you may contact:

Department of Agriculture and Markets (518)457-8835 and/or Columbia County Department of Health (518)828-3358

## Indemnity Agreement

I/We the undersigned agree to save, hold harmless and indemnify The Chatham Summerfest, its organizers and sponsors, The Village of Chatham New York, their employees and contractors, The Chatham Area Business and Arts, also known as CABA, and their members from any and all liability or responsibility pertaining to any damages to person or property on the site utilized by me at said event, when such damage or liability arise out of acts of my own, or of my contractors, assignees, employees or associates. I/We also understand and agree to the guidelines set forth under "General Guidelines" and "Food Service" as well as the fees on the registration form.

## 9. Business Name/Organization

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10. Vendor Name

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11. Vendor Electronic Signature agreeing to the above Indemnity Agreement

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12. How would you like to pay your Vendor Fee?

*Mark only one oval.*

Pay By Check

Invoice me to pay by ACH or Credit Card - (The Invoice Will Be Sent Via Email)

All Checks can be made out to CABA and Mailed to:

CABA

PO Box 7

Chatham, NY 12037

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