

**NEW YORK STATE FESTIVAL OF BALLOONS
VENDOR INFORMATION - 2018**

Please read and keep this sheet for your information!

Note the following schedule: **THESE TIMES WILL BE ENFORCED**

	Friday, August 31	Saturday, September 1	Sunday, September 2
Registration	7am - 2pm	7 am - 8 am	
Set up	7 am - 3 pm	7 am - 9 am	7 am - 9 am
Sell	4 pm - dusk	10 am - dusk	10 am - dusk

Vendor vehicles must be removed from the field by 3 PM on Friday. Vehicles will be allowed on the field Saturday and Sunday morning until 9 AM.

*****You may start to breakdown Sunday after the evening balloon launch. No vendor vehicles will be permitted in the selling area prior to that time. The committee reserves the right to remove violators from the mailing list.**

- If you were not a vendor with us in 2017, you must submit a clear descriptive photo of your stand/display and a complete list of products.
- Since our event is held on the airport field our insurance company considers the event to be an air show. Because of this the insurance company requires that **every vendor on the field be covered by liability insurance**. Therefore, you are required to provide proof of liability insurance in the amount of at least \$300,000 listing **Dansville Festival of Balloons and the Town of North Dansville** as "additional insured". Send this with your payment or as soon thereafter as possible. Contact your insurance agent for this information.
- We strongly suggest that vendors provide adequate staking and weights for tents to avoid wind damage to your merchandise and that of others.
- Vendors are responsible for collecting and reporting sales tax. Your tax ID certificate must be displayed prominently in your booth.
- A limited number of arts/crafts sites have electricity available. These will be assigned on a first come first serve basis, per the fee schedule on the contract.
- Food items must be packaged and intended for off-site consumption.
- Vendors will be open beginning Friday Aug 31, 2018 at 4:00 p.m. and will remain until the close of the festival on Sunday Sept 2, 2018 unless otherwise approved by NYSFOB.
- **NO PETS WILL BE ALLOWED ON THE FESTIVAL GROUNDS.**
- **NO WEAPONS OR FIREARMS ARE ALLOWED ON FESTIVAL GROUNDS.**

Vendors: Sites are 15' x 15'. Everything must fit within this space or you may purchase multiple sites. Tents only are permitted. Trailers will not be allowed.

Vendor camping is available. Department of Health regulations require that **Camping Units Be Self-Contained**. The camping coordinator will assign your camping space upon arrival.

For your convenience, a map and local accommodations are provided on the back.

Vendors: must submit completed forms, payment, and proof of liability insurance as follows:

Arts/ Crafts	Postmarked by June 30, 2018	\$100
Arts/ Crafts	Postmarked after July 1, 2018	\$150
Commercial	Postmarked by June 30, 2018	\$150
Commercial	Postmarked after July 1, 2018	\$200

**There is a \$35.00 fee for all returned checks.
No refunds will be made after August 1.**

Mail completed forms, proof of liability insurance showing the Dansville Festival of Balloons and the Town of North Dansville as additional insured, and payment to:

NYSFOB Arts & Crafts
Box 427
Dansville NY 14437

Visit our web site at www.nysfob.com for up to date information.



at Dansville Festival of Balloons LTD

New York State Festival of Balloons
August 31 through September 2, 2018
Food Vendor Application

The undersigned hereby agrees to lease space at the **2018** New York State Festival of Balloons. Alcoholic beverages, pets, firearms, unsafe articles, or articles that would offend the moral majority are **prohibited** from the premises. Rulings on questionable articles from the Board of Directors are final. You, as a vendor, agree to hold neither Dansville Festival of Balloons, Village of Dansville, Town of North Dansville, Festival Staff and/or Volunteers responsible for any damage or loss occurring to person or property during the period of this contract.

I hereby agree to lease space for the purpose of selling the following: (List specific foods & drinks)

Signature _____ Date _____

_____ # of people working at your site

	<u>Qty</u>	<u>Price</u>	<u>Total</u>
Food Vendors – Due by June 1, 2018			
Note: \$50.00 additional for any payments made 7/1/2018 or after.			
Food Vendor* Base fee (includes first 10 ft) per site	___X	\$350.00 =	_____
PLUS \$10.00 per frontage foot over 10 ft needed **	___X	\$10.00 =	_____
Electric/Food 20 amp 1 pole breaker/120V	___X	50.00 =	_____
20 amp 2 pole breaker/240 V.	___X	70.00 =	_____
30 amp 1 pole breaker/120 V.	___X	60.00 =	_____
30 amp 2 pole breaker/240 V.	___X	90.00 =	_____
40 amp 2 pole breaker/240 V.	___X	100.00 =	_____
50 amp 2 pole breaker/240 V.	___X	110.00 =	_____
<u>Camping</u>			
Vendor Camping/per night/2 night minimum.	___X	15.00 =	_____
<u>TOTAL DUE ***</u>			_____
NOTE: No refunds for any cancellations made after August 1, 2018. \$35.00 Return Check Fee			

Make all checks payable to: Dansville Festival of Balloons, Ltd

Enclose: Completed form, Proof of liability insurance listing Dansville Festival of Balloons, Ltd and Town of North Dansville as Additionally Insured with the minimum amount of \$1,000,000 and Payment payable to Dansville Festival of Balloons, Ltd.

Mail to: Dansville Festival of Balloons, Ltd, ATTN: Food Vendor Committee, PO Box 427, Dansville, NY 14437

Your Name (print clearly) _____

Phone: _____ Cell: _____ Email: _____

Company Name _____

Mailing Address _____ Fax # _____

City, St, Zip _____

CREDIT CARD INFORMATION:

This year we are using Paypal to process credit card payments. Enter your Email address clearly below. You will receive an Invoice Email at that address. It will include instructions about entering your credit card information on that Email.

Email address for Credit Card Invoice: _____

Application is not accepted until Invoice is paid.

Exclusives expire on June 1st for any unpaid applications.

Note: Any trash or discarded product must be disposed of in accordance with the NYS Health Department Regulations.