

HUDSON VALLEY GATEWAY  
CHAMBER OF COMMERCE PRESENTS



## VENDOR APPLICATION

SATURDAY, AUGUST 4, 2018, 1:00PM – 10:00PM, RIVERFRONT GREEN PEEKSKILL (RAIN OR SHINE)

Please select the type of application you are applying for (this application must accompany payment to be fully confirmed):

☐ **Artist/Artisans/Non-Profit Vendor**

**Early bird rate: \$100 for Chamber members/\$150 non-members.**

After 6/15/18: \$150 for Chamber members/\$200 non-members.

Space is set at 10 ft. X 10 ft. ☐ Double Space additional \$175

☐ **Beer Vendor** (circle one)    2 Taps    4 Taps    6+ Taps

**Early Bird rate: \$350 for Chamber member/\$450 non-members for (2) Taps/Cold Plate/Wine.** Space is set at 10ft.x10ft.

After 6/15/18: \$400 for Chamber member/\$500 for non-members.

**Early Bird rate: \$600 for Chamber member for up to (4) Taps/\$700 for non-members.**

After 6/15/18: \$650 for Chamber members/\$750 for non-members.

**Early Bird rate: \$700 for Chamber members for (6+) Taps/\$800 for non-members.**

After 6/15/18: \$750 for Chamber members/\$850 for non-members

☐ **Food Vendor**

**Early bird rate: \$250 Chamber members/\$300 non-members.** After 6/15/18: \$300 for Chamber members/\$400 non-members. Space is set at 10 ft. X 10 ft. Please check box below if you require extra space.

☐ I will supply my own generator, because I need power. ☐ Double Space additional \$175

**Kindly provide your menu, so we don't have duplicates. (Based on first come first serve basis):**

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☐ **General Vendor**

**Early bird rate: \$250 Chamber members/\$300 non-members.** After 6/15/18, \$300 Chamber members/\$400 non-members. Space is set at 10 ft. X 10 ft.

☐ I will supply my own generator, because I need power. ☐ Double Space additional \$175

What are you showcasing?

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CONTACT NAME

COMPANY NAME

BUSINESS PHONE

CELL PHONE

EMAIL

WEBSITE

MAILING ADDRESS

CITY

STATE

ZIP

(Continued on next page)

Please return this form via fax: (914) 737-0541 or via e-mail: LBrady@hvgatewaychamber.com with subject line: "Vendor Application" or via mail: HVGCC 1 S Division Street, Peekskill, NY 10566.

1. Participation in the Exposition is open to ALL businesses and organizations in the Hudson Valley Gateway Region. HVGCC members in good standing will receive a discount on the vendor fees.
2. Spaces are approximately 10 feet in length and 10 feet wide. **Vendors must bring their own tables, chairs, equipment and (10X10) tents.**
3. Exposition opens at 1:00pm with activities planned through dark (music ends at 9:30pm) followed by fireworks. Set-up begins at 10:30am. **All vendors must be set up and ready to go by 12pm.** All vendors must stay until 6:00pm or the official end time of 10:00pm. Vendors must agree not to leave or breakdown prior to the end of the Exposition. Please note that vendors are prohibited from bringing cars onto the green after 5pm.
4. Beer Sales: D. Bertoline and Sons has partnered with us as our official Beverage Sponsor. They will follow up with you after your application has been submitted.
5. All liquor vendors must have the appropriate liquor license and temporary permits, visit [www.sla.ny.gov/online-permit-applications.com](http://www.sla.ny.gov/online-permit-applications.com) for more information. This is not the responsibility of the Chamber of Commerce.
6. All food vendors are required to submit menu listing including types of food to be sold with application in order to avoid duplication. It is the responsibility of all food vendors to obtain the appropriate Board of Health permits. This is not the responsibility of the Chamber of Commerce.
7. **All Vendors MUST provide a PROOF OF INSURANCE WITH MINIMUM LIABILITY COVERAGE OF \$1,000,000 naming the Hudson Valley Gateway Chamber of Commerce and the City of Peekskill as additional insured or sign a waiver provided by the HVGCC.**
8. All Vendors will receive (2) "Visitor Passes" to distribute. **PASSES MUST BE SURRENDERED AT THE GATE.**
9. All Vendors are responsible for collection & payment of any sales tax applicable to New York State and/or Westchester County.
10. Each Vendor is responsible for maintaining and cleaning debris from their spot. Recycling in accordance with Westchester County Regulations must be adhered to. All food vendors must bring extra garbage bags.
11. NO SMOKING on the green!
12. I agree to indemnify and hold the Hudson Valley Gateway Chamber of Commerce, Events To Remember and the City of Peekskill, along with their staff harmless from any liability, loss, claim or damage of any nature whatsoever as a result of participating in the event, and hereby consent to the enforcement of all rules and regulations of the show. I have read and agree to abide by all terms and conditions for booth space as stated in this application.

**13. Cancellation policy: No refund after July 6, 2018**

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SIGNATURE

DATE

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BUSINESS NAME

☐ Artist/Artisans/Non-Profit Vendor    ☐ Beer Vendor    ☐ Food Vendor    ☐ General Vendor

Please select your method of payment (this application must accompany payment to be fully confirmed):

☐ Cash

Please deliver to Chamber office, 1 S. Division Street, Peekskill, NY 10566

☐ Check

Payable to Hudson Valley Gateway Chamber of Commerce, 1 S. Division Street, Peekskill, NY 10566

☐ Credit Card

☐ Mastercard    ☐ Visa    ☐ Discover    ☐ Amex

CARD NUMBER

NAME AS IT APPEARS ON CARD

BILLING ADDRESS

CITY

STATE

ZIP

EXP. DATE

CRV

EMAIL