



Food Truck Application

The Schuylerville Area Chamber of Commerce (SACC) and the Schuylerville Small Business Association (SSBA) are proud to announce a call for vendors for our 4th Annual Schuylerville Fall Festival. Join our unique businesses, fresh restaurants, modern farms, and eclectic artists for a day filled with family fun!

This year's Festival will take place on Sunday, October 20th, from 11 am to 5 pm on Ferry and Broad Streets in the Village of Schuylerville. In previous years we were proud to feature over 30 participating small businesses and non-profits, 20 independent artisans, as well as wide variety of unique, local food vendors and services. Attendance continues to grow, with over 400 visitors last year. We want to make this year's festival bigger and better than ever! Our goal is for our Annual Fall Festival to be a premier event highlighting the best Schuylerville has to offer, as well as a profitable venue for local artists, farmers, food vendors and creators of artisanal products to display and sell their work.

The Festival is looking to expand to include a greater number of Food Truck Vendors and we want to invite you!

Logistics: To help us plan the layout and make sure you have adequate space, side view photographs that make it clear where your serving window is (passenger or drivers side) as well as overall length needed (i.e. does your 10 foot trailer need an extra two feet to open your rear door during operation?) are requested.

Cost: Participation is at no cost to you as you will be enhancing our Festival.

Permits: Each vendor is expected to have a valid NYS Tax ID that will be clearly displayed on the date of the show. NYS Tax ID number and copy of certificate must be submitted with application. For Food Truck Vendors, in addition to liability insurance and your sales tax certificate, please submit documentation that your truck/trailer has been NYS DOH inspected and certified or you have a NYS DOH catering license. Please also bring this documentation to the festival. Applicants will be issued a Schuylerville Village Vendor Permit at check-in.

Application Deadline for Inclusion in Promotional Materials: September 20, 2019.

- Mail or drop off completed Application with Booth Fee to: Rural Soul Music Studio, Attn: Fall Festival, 90 Broad Street, Schuylerville, NY 12871 or email Application to schuylervillesba@gmail.com with payment mailed separately.
- Please make checks payable to: Schuylerville Area Chamber of Commerce.
- Vendors must submit 3 photographs of food/truck indicating serving window location with application or, preferably, email 3 .jpeg's, as well as your logo for promotional purposes, to schuylervillesba@gmail.com. Please name each file with your last name or business name. Vendors who have exhibited in previous years are not required to provide photographs.
- Agreement to legal terms is assumed with return of this application.

Contact: Please contact Heather Longacker at (518) 817-5524 or e-mail schuylervillesba@gmail.com with any questions.



Food Truck Applicant Information:

Name: _____ Business Name: _____

Street Address: _____ City: _____ State: _____

Zip Code: _____ Phone: _____ Email: _____

Website: _____ Social Media Site Info: _____

Please provide a description of what you will offer and and price range: _____

Food Truck Vendors, please submit minimum space required: _____

Do you need electricity? Yes No

NYS Tax ID#: _____ **I will bring a copy of my NYS Tax ID to the show.**

For Food Truck Vendors:

- I certify I have Liability Insurance.**
- My truck/trailer has been NYS DOH inspected and certified**
- I have a NYS DOH catering license**

Applicant assumes all risk for any loss, damage, or injury to himself/herself or his/her property by agreeing to participate in the Schuylerville Fall Festival on October 20, 2019. The Schuylerville Small Business Association (SSBA) shall in no way be liable for any damage to property or personal injury to any Applicant, persons employed by Applicant or persons authorized to occupy or use Applicant's assigned retail space including all common areas available to Applicant.

Retail Booth spaces shall be assigned by authorized on a first come first served basis. The SACC/SSBA reserves the right to remove, without refund of any portion of the entrance fee, any vendor who is disruptive, unprofessional, or selling unapproved items. Determinations under this provision will be made by authorized Fall Festival Personnel. The Schuylerville Fall Festival reserves the right to remove any vendor from the premises without cause. Applicant agrees to be present for the full duration of the event, running from the hours of 11:00 am until 5:00 pm. Check in and set-up begins at 8:00 am. Retail displays may not be broken down nor may retail booths be closed or vacated prior to the end of the event. Vendors approved for electricity are limited to one outlet. Applicants must meet all electrical codes and MUST provide their own heavy duty grounded exterior lead code for hook up.

Applicant agrees that all photos submitted with his/her application may be reproduced for publicity purposes as the Schuylerville Fall Festival determines.

The Applicant hereby releases the Schuylerville Fall Festival and SACC/SSBA both as business entities and individually and their successors, assigns, officers, employees and agents from all claims, demands, actions, or causes of action that the Applicant may acquire against the Schuylerville Fall Festival and SSBA arising out of or in any way connected with the Applicant's participation.

Applicant's Name (Print): _____ Applicant's Signature: _____ Date: _____