

CONTRACT FOR 2011 CVC ROTARY ITALIAN FESTIVAL, OCTOBER 2ND, 2011

Please READ and COMPLETE the Application AND Contract and return to Direct Events, LLC. **Unsigned contracts will not be processed.**

DEADLINE: Applications postmarked after August 1st, 2011 are subject to a **\$75.00 Late Fee - NO EXCEPTIONS.**

1. The Vendor shall occupy only the space assigned by Direct Events, LLC.
2. Direct Events, LLC has the right to prohibit conduct which it deems deleterious to the Festival and may remove any Vendor it feels causes undue disruption.
3. Direct Events, LLC's sole obligation is to provide a designated space to the Vendor, which shall be determined solely by show management.
4. The Vendor's inability to appear at the festival for any reason will not result in any refund.
5. Should the event be rescheduled to the rain date of October 16, 2011, the vendor's inability to appear doesn't entitle them to a refund.
6. The Vendor is responsible for the delivery, handling, erection and removal of their displays, booth and materials, including any garbage or refuse generated.
7. By signing this agreement, The Vendor agrees to indemnify, defend and hold harmless Direct Events, LLC, CVC Rotary Club and Italian Fest Committee, Town of Clarkstown, Clarkstown Police Department, and its members, officers, employees, agents and representatives for any personal injuries, property loss or damage suffered by any person as a result of the actions of The Vendor.
8. The Vendor is solely responsible for the payment of NYS Sales Tax and must have a current NYS Sales Tax Number and Certificate. A copy of the Certificate must be submitted with the application. Call NYS Department of Taxation at 1-800-972-1233, and ask for Form DTF-17.
9. It is the sole responsibility of The Food Vendor to obtain the proper permit from the Rockland County Department of Health, (845) 364-2600. Failure to obtain the required permit will not entitle The Food Vendor to a refund unless Direct Events, LLC., received a notice of cancellation 10 (ten) days before the day of the event.
10. Noisy generators will not be tolerated; at show management's discretion they will be turned off.
11. Late arrival to the show (after 9:30am) will forfeit original booth assignment. Late Vendors will be placed at the discretion of show management.
12. The Festival ends at 6:00pm. Vendors must cease sales at that time. The Clarkstown Police Department will strictly enforce this rule.

YOUR SIGNATURE IS REQUIRED - UNSIGNED CONTRACTS WILL NOT BE PROCESSED

I have read, understand and agree to the terms as listed in the Rules for Exhibitors, the Vendor Application and Vendor Contract.

I have included: Completed Application Copy of NYS Tax Certificate Payment or Credit Card Info

Certificate of Insurance

Vendor Name (print)

Date

Direct Events, LLC

Date

Vendor Signature and Title

Return Applications To:



APPLICATION FOR 2011 CVC ROTARY ITALIAN FESTIVAL, OCTOBER 2ND, 2011

Please READ and COMPLETE the Application AND Contract (on the back) and return to Direct Events, LLC. **ALL VENDORS MUST SIGN THE CONTRACT ON THE REVERSE SIDE OF THIS APPLICATION.** *Unsigned contracts will not be processed.*
DEADLINE: Applications postmarked after August 1, 2011 are subject to a **\$75.00 Late Fee - NO EXCEPTIONS.**

VENDOR INFORMATION - Please type or print

Vendor Type: Art/Craft Food Specialty Product Other (describe below)

PRODUCT DESCRIPTION: _____

Please be specific in order to avoid placement nearby a potential competitor

Name of Business, if any: _____

Last Name: _____ First Name: _____

Partnerships-please use the name of ONE partner for this application.

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Cell: _____ Fax: _____

E-mail: _____ Website: _____

NYS Sales Tax Number:

Your applications will not be accepted without a copy of your 2011 NYS Tax Certificate.

BOOTH DESCRIPTION: (SINGLE BOOTH SPACE IS A MINIMUM OF 10ft X 10ft) Please check all that apply:

Number of booth(s) required Single Double Other _____

DESCRIBE YOUR SETUP / DISPLAY:

Vendors will be placed at the show promoter's discretion. Registration begins at 8:00am. **PLEASE DO NOT CALL IN ADVANCE - Booth assignments are unavailable until the day of the show.**

VENDOR CLASSIFICATION/FEES: See front sheet

Craft Specialty Vendors: 10'x10' space \$150.00

Application Late Fee:\$75.00
(postmarked after application deadline 8/1/11)

Restaurant & Food Vendors: (must submit menu with application)

10'x10' space\$200

Returned Check Fee:\$35.00

10'x20' space\$350

applies to self-contained units

PAYMENT INFORMATION:

Please make all checks or money orders payable to **Congers Valley Cottage Italian Festival**

Total Amount enclosed - (Vendor Fee plus Late Fee, if applicable) \$ _____

Check (bounced check fee of \$35.00 will be charged to you) Money Order Credit Card: (please complete below)

Amount to be charged: \$ _____

I hereby authorize these charges to be made to my Visa MasterCard AMEX

Card# _____

Exp. Date: _____

Name as it appears on card: _____

Signature: _____

Today's Date: _____

ALL VENDORS MUST SIGN THE CONTRACT ON THE REVERSE SIDE OF THIS APPLICATION