

FIRST NIGHT ONEONTA

PO Box 101
Oneonta, NY 13820
firstnightoneonta@gmail.com
607-432-0090 x 106

Dear Vendors,

We hope you will be joining us for 2017 Hometown 4th of July in Neahwa Park! We will be scheduling a full day of music and an amazing firework display July 4th (Tuesday) sponsored by Five Star Subaru. The festivities will start on Tuesday at 8 am with a 5K Color Run.

This year we are requesting a space rental fee as follows:

Not-for-profits and Informational Booths: No Charge

Arts, Crafts and Small Product Vendors (10 x 10 space): \$50.00

Commercial Vendors: \$175.00 (This includes commercial vendors that are partnering with not-for-profits)

I am enclosing the application form and guidelines. If you would like to participate, please return paperwork, with full payment, no later than **June 1, 2017 (no exceptions)** in order to reserve your spot! For more information on the event visit www.hometown4th.com

See you there!

Heather Ross

Heather Ross
First Night Oneonta Vending Committee
PO Box 101
Oneonta, NY 13820
firstnightoneonta@gmail.com
607-434-0148

Name: _____

Business Name: _____

Address: _____

Phone: _____ Cell #: _____

Email: _____

Items allowed: Food, Crafts, Wholesale, Novelties, Retail, Antiques, Collectibles and Artwork

Items prohibited: Firearms, Explosives, Alcoholic Beverages and Drugs

List of items with prices to be sold:

Set up description (Include Photo):

Vendor Fee Enclosed (Circle):

\$0 Non-profit

\$50 Arts, Crafts, Collectibles (non-food)

\$175 Commercial Food

Send application, proof of liability insurance, DOH permit (food vendors only) and payment by **June 1, 2017** to:

First Night Oneonta

Attn: Vendor Committee

PO Box 101

Oneonta, NY 13820

Please contact Heather Ross at 607-434-0148 if you have any questions.

Vendor Rules & Regulations

1. The full vendor fee must be paid in full by **6/1/17 along with required copies of insurance and permits (NO EXCEPTIONS!)**. There are no refunds due to inclement weather, civil unrest or acts of god.
2. Proof of liability naming First Night Oneonta, Inc. and the City of Oneonta as additional insured.
3. All food vendors must give a complete list of foods, beverages and additional products to be sold in the effort to avoid duplications. First Night reserves the right to approve menu items.
4. Food vendors are responsible to meet all Otsego County & NYS Health Dept. regulations. Contact the Oneonta District office at 607-432-3911 for additional information or to apply for a permit.
5. Vendor must provide their own set ups (tent, table & chairs) and generator for power. Power in the park is limited and **will not** be provided.
6. Shelters allowed: E-Z up tents for craft and collectibles. Commercial grade fire retardant food tents are required. All tents must be staked down properly.
7. Food vendors are required to have a current inspected fire extinguisher on site. (Note: A "K" fire extinguisher is required for vendors cooking with oil. All others may have an "A,B,C").
8. Vendors are responsible for the collection and payment of any applicable sales taxes and must display their certificate.

Set Up and Tear Down (Contact- Carol Mandigo 315-378-8786 or Heather Ross 607-435-0148)

1. Set up will begin on Monday, July 3rd (All Day) and conclude on Tuesday morning by 9 am.
2. Vendors are required to enter the park by River St and check in at the First Night Headquarters located by the City of the Hills Band Shell next to the pond for their assigned space. Exhibits must be contained within the designated assigned space.
3. Vehicle access will be limited. Vendors must follow directions of the First Night Oneonta when driving on the grounds. Damage that arises from failure to follow direction will result in being held liable for the said damage.
4. Vehicles can be parked in the festival zone only to unload and load items unless prior arrangements have been made and approved by First Night Oneonta.
5. All vendors must be set up and in operation by noon the day of the event.
6. Each vendor is responsible for clean-up of their assigned space including removal of garbage.

Disclaimer

Frist Night Oneonta reserves the right to interpret the able rules and to determine all matters pertinent thereto, and also the payments, contracts and participation rights by the vendor. In no case shall Frist Night Oneonta be held responsible for any loss, damage, injury, theft, death or any unforeseen occurrence at the Hometown 4th of July.

I (we) have read the rules and regulations of the Hometown 4th of July and agree to abide strictly to them.

Signature _____ Date _____

Vendor Rules & Regulations - Vendor Copy:

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