VENDOR SPACE APPLICATION
FIRST ANNUAL HALLOWEEN PARADE & FESTIVAL
OCTOBER 18, 2014 from 11:00 AM to 5:00 PM.
Rain or Shine

This Contract is subject to the following regulations:

- Rental Space is to be paid in full with return of contract.
- Rental Space is under the control of the Village of Wappingers Falls Recreation Department
- Each Rental Space shall be 10' x 10'
- The space to be occupied under the terms of this lease must be operating by 11:00 AM on the day of event and remain in place until the close of the event at 5:00 p.m.
- Renter is responsible for cleanup of their area at the end of the festival.
- Village of Wappingers Falls Recreation Department will not be responsible for any accidents, lost or stolen property during set up or throughout the duration of the fair.
- All food vendors hall hold the necessary permits. Grounds will open for vendor setup at 9:00 AM on the day of the event.
- This event will be held rain or shine although a tent is not necessary it is highly recommended for appeal and safety from sun or rain.
- The Recreation Department does not supply tables, chairs, or tents.
- If you are required to collect NYS sales tax you are responsible for holding the necessary NYS sales tax permit.

VENDOR SPACE: (Spaces are 10 feet long x 10 feet deep)

- # of Spaces: _____ x $35.00 each = _____

- BOOTH ELECTRICITY AVAILABLE: Add $10.00 for each space requiring electricity: _____ (Space are limited and we cannot promise that you will get a spot with electric - first come, first serve through the application process.)

This is a family event and no products will be accepted that are excessively grotesque or violent in nature and not suited for a family environment.

Food Vendors:

- **Vendors serving food or distributing food samples will be required to obtain a food permit from the Dutchess County Department of Health. Failure to obtain the proper permit can result in you being ejected from the event and up to a $2000 fine.** You should apply for a permit no later than 3 weeks prior to the event. You can find an online permit application HERE.

TOTAL PAYMENT DUE: _____

You will receive a confirmation letter after your application has been approved.

Name of Business/Organization:

_____

Responsible Party:

_____

Address:

_____

Telephone: _____

Email: _____

Product(s) Promoting or Selling:

_____

_____

_____

I hereby apply for booth rental at the Wappingers Falls Halloween Parade and Festival. I have read this application in its entirety and understand the provisions for vendors. I agree to comply with all conditions set forth. I understand that no booths will be held unless paid in full.

I agree to abide by the rules and regulations of the Festival and understand that I will be removed from the festival without a refund if any of the rules and regulations are violated or if any behavior is deemed inappropriate. I release and hold harmless the Wappingers Falls Halloween Parade and Festival and any associated entities from any and all liability, including, but not limited to theft, personal injury, acts of war or acts of God.

I understand that this application does not guarantee a space in the show and that my money will be deposited and then be refunded if I am not selected, or if I am put on a waiting list. I understand that acceptance to any show does not guarantee me sales.

_____ _____

Responsible party Date signed

Please return application to: Village of Wappingers Falls • Attn: Recreation Department • 2582 South Avenue • Wappingers Falls, NY 12590

Questions? Please call e-mail Donna Davies at ddavies@hudsonvalleyhalloweenmagazine.com