

Whipple City Artisan Market Vendor Application

Greenwich, NY

June 10 & 11, 2016



FRIDAY JUNE 10th 5:00 pm TO 9:00 pm & SATURDAY JUNE 11th, 2016 10:00 am - 6:00 pm

Business Name:	Tax ID Number:	
Contact Person:		
Address:		
City:	State:	Zip:
Day Telephone:	Evening Telephone:	
Fax:	E-Mail:	

Please name and describe the items that you are selling and include 2 photographs of the items.

Reservations will be accepted in order of receipt until all spaces are filled.

Applications will be evaluated and then your acceptance will be confirmed via mail.

Please let us know if you will be able to demonstrate your craft. _____

IMPORTANT:

Your fee is calculated by the number of 10ft x 10ft spaces needed to accommodate your booth. If you need only a part of an additional booth, you will be charged for the entire space. For example: A 12ft x 10ft booth will require two (2) spaces. Eg: \$50 x 2 = \$100

Call the GGCC at 518-692-7979 if you have questions.

SPECIFICATIONS:

Provide dimensions of your booth (including all external fixtures, tent poles and ropes.)

Length Width Height

Electrical access fee is \$20.00. One outlet per vendor

Are you requesting Electrical Access? Yes No
If yes, specify 120 volts or 240 volts.

Specify your amperage draw _____

Bring your own exterior lead cord - min. 100 ft. length

FEES:

Non-Members: \$50.00 per booth space if completed application is received by June 1, 2016

GGCC Members: \$35.00 per booth space.

Electrical access is \$20.00. Please circle with or without electric and include the electric fee in your total amount \$ _____

Total fees are enclosed for # _____ booth spaces with or without electric in the amount of \$ _____

Total Due with this application: \$ _____

SETUP : is available Friday from 2:00 p.m. to 5:00 p.m. & Saturday from 8:00 a.m. to 10:00 a.m. only.

Show times: Friday 6:00 to 9:00 p.m. and Saturday 10:00 a.m. - 6:00 p.m.

To Prevent traffic jams unload your vehicle quickly and then move the vehicle to a side street location.

******NO EARLY DEPARTURES IN CONSIDERATION OF ALL VENDORS******

******NO TEARING DOWN UNTIL 6:00 PM SATURDAY******

What day and time do you plan to arrive? _____



Artisan Vendor Application
June 10 & 11, 2016

Rules & Regulations

1. Booth spaces and electrical access are assigned on a first come, first serve basis. Electrical access is provided for an additional fee of \$20. Vendors are limited to one outlet. If requesting a site with electrical access, please indicate all electrical uses : _____

Applicants must meet all electrical codes and **MUST** provide their own heavy duty grounded exterior lead cords for hook up. If it is determined at the sole discretion of the Greater Greenwich Chamber of Commerce, that the applicant is using electricity for an unapproved or unsafe use, the GGCC may terminate electrical access.
2. All applicants must include a copy of their NYS Tax ID Certificate with their application and display their Tax Certificate during the festival.
3. All applicants must provide (2) two photographs of their products.
4. Subleasing of space is prohibited.
5. The Festival is held in Mowry Park and the surrounding area on Main Street (NYS RT29) in the Village of Greenwich. **Set-up is on Friday June 10th 2:00 p.m. to 5:00 p.m. & Saturday June 11th between 8:00 a.m. and 10:00 a.m.** You must check in at the large green tent in Mowry Park prior to setting up. You may temporarily unload and pack up your vendor space along Main Street, but you must move your vehicle upon completion. Parking can be found on side streets & designated lots only. No parking will be allowed in the Park. The applicant is responsible for removal of trash, packing materials, boxes, etc. Security is not provided; please do not leave valuables unattended. Let us know if need help attending your booth.
6. **Flea Market items and Flea Market Type vendors are prohibited.** The Market will feature only handmade items created by artists/fine crafters from the local area. There will be NO vendors displaying imported and/or mass-produced items.

If it is determined, at the sole discretion of the Chamber, that the applicant is not in compliance with ANY of the regulations as set forth herein or fails to remove any display crafts or items upon request by the Chamber, that the Chamber considers incompatible with community or safety standards, the Chamber may expel the applicant from the Festival, without a refund.

Agreement:

I understand that this application is not a guarantee of festival space. By submitting this application, I hereby agree to abide by the rules and regulations governing the festival as set forth herein, and any others that may be implemented. I understand that my failure to abide by these rules may result in my expulsion from the festival this year and in the future.

Signature

Date

Send both sheets of the completed application, all additional documents and your check payable to:

**Greater Greenwich Chamber of Commerce, Inc.
6 Academy St.
Greenwich, NY 12834**

For information call the GGCC at 518 692-7979.

Greater Greenwich Chamber of Commerce, Inc.
6 Academy St.
Greenwich, NY 12834
518 692-7979
info@greenwichchamber.org



WHIPPLE CITY FESTIVAL

JUNE 10 & 11, 2016

Dear Artisan,

The Artisan Market at the Whipple City Festival is Friday June 10, 6:00 pm to 9:00 pm & Saturday June 11, 2016 from 10:00 am to 6:00 pm (You may stay later if want to.)

Here are the basics:

- The Market will feature only handmade items created by artisans & crafters from the local area. There will be NO vendors displaying imported and/or mass-produced items.
- Demonstration tent - a special area where artisans can demonstrate their skills.
- Artisan setup is Friday 2:00 pm to 5:00 pm Saturday 8:00 am to 10:00 am

This year's festival begins on Friday evening June 10th with a parade at 6:00 pm and entertainment to follow until 10:00 pm. The festival continues with other events all day Saturday June 11th with the 5K-10K Race, Horse & wagon rides through the village, family activities, Kids games, historical reenactments, food vendors & live entertainment. There is nothing planned for Sunday.

If you would like to join us please return the following items:

- ✓ **A completed application form**
- ✓ **A signed Rules and Regulations form**
- ✓ **Copy of your NYS Tax ID Certificate**
- ✓ **One or 2 photos of the items you'll be selling**
- ✓ **A check in the appropriate amount made payable to:
Greater Greenwich Chamber of Commerce, Inc.**

Applications will be dated upon receipt, evaluated and then your acceptance will be confirmed by mail. Spaces will be allocated on that basis.

Check in for the market is at the large green tent in Mowry Park. You will be directed to your space by a committee member. We cannot promise specific spaces, but we will do our best to meet your needs. Please call the Greenwich Chamber of Commerce office at 518-692-7979 with any questions or concerns. We look forward to hearing from you.

Sincerely,

Whipple City Festival Artisan Committee