**2014 Vendor Application Form**

**Saturday, September 20 noon – 8:00 p.m. – Sunday, September 21 Noon- 5:00 p.m.**

Applications accepted until September 7th, 2014 for this fall’s most exciting Rondout Valley festival.

Vendor set up time begins at 10 am on Saturday and must be complete by 11 am on Saturday.

**Phone: (845**) 687-4567 **- More info at Jenniebell.org**

**1. What do you plan to sell (specify handcrafted or manufactured) or what**

**service do you plan to provide, described in detail?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**2. Do you have any special needs?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**3. Fees, please select all that apply:**

**General Merchandise and/or service booth *quantity*\_\_\_\_ x $30 \_\_\_\_\_**

(NOTE ALL SPACES/BOOTHS ARE 10’W x 10’D)

**Food booth for vendors *quantity*\_\_\_\_ x $100.00 \_\_\_ (RVBA Members ONLY)**

All food vendors must provide proof of insurance & Board of Health approval 10 days prior to the Festival.

Members and residents are asked to provide membership information/verification with their application.

Electrical - Additional charge is $25.00 \_\_\_\_

**4. Check payable to Rondout Valley Business Association (RVBA)TOTAL \_\_\_\_\_\_\_**

**5. A clean-up deposit of $50 is required of all food vendors, and there is an additional**

**$50 deposit ($100 total) required of any open-air fry vendors.** Please make this separate check out to Rondout Valley Business Association (RVBA)and enclose a self-addressed stamped envelope if you want it returned (provided the space doesn't require clean-up).

Note: Vendors are still responsible to their own trash removal.

**Please initial here if you wish to donate your deposit to the Jennie Bell Pie Festival \_\_\_\_\_\_\_\_**

**3/2/14**

**Rondout Valley’s Jennie Bell Pie Festival 2014 - AFFIRMATION AND LIABILITY RELEASE**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby affirm that I have been well advised and thoroughly informed of the inherent hazards and policies of the event. I know that by participating in Rondout Valley’s Jennie Bell Pie Festival celebration, I am exposing myself to certain known and unknown liabilities in my direct and indirect interactions with the public and invitees of this event. I also understand that if I choose to hire help for the event, that I am directly responsible for their actions or injury. I hereby personally assume all risks associated with my voluntary participation in this event of any harm, injury or damage that may befall me or any employee or temporary help, as a result of my participation, whether foreseen or unforeseen.

I understand and agree that neither R.V.B.A., Ellenville/Wawarsing Chamber of Commerce, Town of Rochester, Kelder’s Farm and the State of New York, its members and/or directors and officers may be held liable in any way for any occurrence in connection with my participation in the Jennie Bell Pie Festival that may result in injury, death, or other damages to me or my family, heirs, or assigns, and in consideration of being allowed to participate in this event, I hereby personally assume all risks in connection with said event for any harm, injury, or damage that may befall me, including all risks connected therewith, whether foreseen or unforeseen; and further to save and hold harmless said event and persons from any claim by me, or my family, estate, heirs, or assigns arising out of my participation in this event.

I further state that I am of lawful age and legally competent to sign this affirmation and release, or that I have acquired the written consent of my parents or guardians; that I understand the terms herein are contractual and not a mere recital; and that I have signed this document of my own free will.

It is my intention by this instrument affirmed by my signature below to exempt and release R.V.B.A., Ellenville/Wawarsing Chamber of Commerce, Town of Rochester, Kelder’s Farm and the state of New York, its members and/or directors and officers from all liability whatsoever for personal injury, employer’s liability and workers’ compensation, property damage of wrongful death arising out of or in the course of my participation in this event.

I HAVE FULLY INFORMED MYSELF OF THE CONTENTS OF THIS AFFIRMATION AND RELEASE BY READING IT BEFORE I SIGN IT.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name (please print or type)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Business Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City, State Zip\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Confirmation of your application will be sent via email or phone call. For**

**this reason, you must provide an accurate phone number and/or email**

**address below.**

Phone Day\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Evenings\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please mail these form by September 7th, 2014, along with your checks and self-addressed stamped envelope. The mailing address is:**

R.V.B.A

P.O. Box 450

Accord, N.Y. 12404

1-845-687-4567

**3/2/14**

***2014 Vendor Rules and Instructions***

1. Clean-up deposit, signed contract and payment must be received as soon as possible.

Application deadline is September 7, 2014. You ***will*** receive a confirmation of vendor spacing.

2. This is a rain or shine festival. There are no rain dates.

3. Rondout Valley’s Jennie Bell Pie Festival reserves the right to prohibit the sale of any item.

4. There are absolutely **no** refunds.

5. Entry into Kelder’s Farm is from Rt. 209 only).

7. Check in times for vendors start at 10 am on Saturday. Vendors must be checked in by 11 am. Otherwise, they will not be able to pull their vehicle in to the lot. They will have to park down below. This is not a valid option. Please come on time!

8. On Saturday all vendors will have vehicle access and may break down starting at approximately 7:30pm on Saturday, with vehicles having access to the site as soon as possible after 8:00 pm. Remember the fireworks are at 8:00 p.m. and are absolutely worth the wait. We encourage you to stay and watch them, and breakdown afterwards.

9. Vendors will send a separate $50 deposit for space clean up (plus $50 for open fryers) along with contract and payment (Please enclose a self-addressed stamped envelope). This deposit check will be returned if your space is left cleaned, and you haven't chosen to donate it to the Street Festival. Vendors are responsible for their own trash removal.

10. All **Food vendors** must have a valid Ulster County Health Department

Permit (Their number is 845 340-3150). All food and beverage vendors must also supply us with an insurance certificate, having minimum liability limits of $100,000 per occurrence / $ 300,000 aggregate for bodily injury and property damage. The certificate must name the R.V.B.A., Ellenville/Wawarsing Chamber of Commerce, Town of Rochester, Kelder’s Farm and the state of New York, its members and/or directors and officers as additionally insured. This insurance certificate must be received by September 14, 2014. For these reasons no late applications will be accepted for food or beverage vendors. Vendors selling any pre-packages foods must pay for a food space and must contact the board of health to determine if a permit is needed.

11. All vendors with electric and deep fryers will also be required to have a Type ABC dry chemical fire extinguisher in the booth, per Fire Department requirement.

12. All vendors who need their self-contained unit/trailer left overnight must contact us first for special instructions, and will receive a placard to identify your equipment.

13. Vendors must remain with their booths.

14. Vendors are encouraged to advertise their participation in the festival.

**15. No glass beverage containers and animals will be permitted at the festival!**

16. Contact us early to get a booth and assure you have a spot. You can get in touch with us

via our web site at *www.Jenniebell.org* or using one of the methods

below:

**Rondout Valley Business Association** **• PO Box 450, Accord NY 12404 • Phone: 845-687-4567**

**For upcoming advertising opportunities, check our website:** [***www.Jenniebell.org***](http://www.Jenniebell.org)

***3/2/14***