

LAKE GROVE SUMMER FESTIVAL

Village of Lake Grove ~ 980 Hawkins Ave, Lake Grove, NY 11755

August 18, 2019 | 11:00am – 7:30pm

Arts & Craft Vendor

Please PRINT or TYPE the following:

Organization: _____

Primary Contact/Title: _____

Address: _____ City/State/Zip: _____

Telephone/Cell Phone: _____ Email: _____

What type of business do you have: _____

VOLUNTEER

VENDOR

SPONSORSHIP / DONATION

AREA SPACE	FOOD VENDOR	L.G. CARES SPONSORSHIP 5K RUN
<input type="checkbox"/> 10x10 = \$50	<input type="checkbox"/> Food Truck \$250	<input type="checkbox"/> Food Donation <input type="checkbox"/> Drink Donation
<input type="checkbox"/> 10x20 = \$100	<input type="checkbox"/> Corner space requested (first come first serve)	<input type="checkbox"/> Name / Logo on back of shirt \$25 <input type="checkbox"/> Raffle Item/basket donation <input type="checkbox"/> Checks made payable to: LG CARES for Fun Run EVENT ONLY. Contact Lisa @ 631.466.0461

Payments by check, cash or money order. **Payments are non refundable** | Enclose check for booth fee made payable to Village of Lake Grove @ 980 Hawkins Ave, Lake Grove, NY 11755 | 631.585.2000

Food vendors please attached a copy of Food Service License | *Please note the commercial general liability guidelines located on the General Information paper.

All VENDORS please attach **Certificate of Liability Insurance with the following listed on it:**

- Certificate Holder must be the Village of Lake Grove | 980 Hawkins Ave, Lake Grove NY 11755
- Additionally insured: Incorporated Village of Lake including all elected officials and appointed officials, employees, and volunteers
- Event Date: August 18th, 2019

GENERAL RULES AND ACCEPTANCE OF RULES: I have read the show rules as described in the attached 2019 General Information and I agree to abide by said rules and payment schedules. I, the applicant, do expressly release the Village of Lake Grove and all employees, elected officials and subcontractors from any and all liability for any damage, injury or loss to any person or goods which may arise from participating in the event. If this application is accepted, I give permission to use my name, images taken at the show of me or my items for advertising and publicity purposes. My signature indicates that this application is made in good faith and I am ready, willing, and able to participate in the event. I understand that written notice into the event implies a contract with all duties and obligations incumbent therein.

Applicant signature: _____ Date: _____

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Arts & Craft Vendor General Information

Liability & Insurance

The Village of Lake Grove assumes no responsibility for damage, theft, or display. Exhibitor shall indemnify, defend, and hold harmless the Village of Lake Grove from all suits, claims, injury, or damage or losses of any nature.

Dates & Hours

Participation is mandatory for the duration of the festival. All exhibits must be manned during festival hours.

Payment

Payment will be accepted by check, money order or cash. If paying by check please make it payable to the Village of Lake Grove

Rain Date/Cancellation

The Village of Lake Grove is a rain or shine event. There is no guaranteed rain-date and vendor fees are non-refundable

Assignment & Set Up

Booth assignments will be made on the morning of the event. Booth areas must be kept clean of trash. At the conclusion of the festival the exhibit area must be left free of rubbish, packing, and display materials, etc.

Parking

Parking is behind Village Hall. A hand truck is strongly recommended for booth setup and breakdown.

Sales Tax Permit

Exhibitors must have a valid New York State sales tax permit and accept responsibility for remittance of all New York sales tax.

Electrical

Electrical is not included in the booth fee. If exhibitor requires a power supply, please notify show management. Exhibitors may not run additional wires to any other booths or outlets or connect to the Village's general power supply system.

Commercial General Liability

Coverage and Limits	Occurrence – 1988 ISO or equivalent	
	General Aggregate	\$2,000,000
	Products & Complete Operations	\$2,000,000
	Personal & Advertising Injury	\$1,000,000
	Per Occurrence Limit	\$1,000,000
	Fire Damage	\$50,000
	Medical Expense	\$5,000

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