

Artpark & Company
Vendor Application Information
Tuesday in the Park & Coors Light Wednesdays

Application Deadline is March 16, 2012

General Information:

- Space size: Approximately 10' a 10'
- Fee per space per day: FOOD VENDORS - Tuesdays: \$200; Wednesdays: 15% of sales
CRAFT / MERCHANDISE VENDORS – 15% of sales, with \$75.00 minimum per day
- Electricity: 110 only (generally available at most locations at no extra charge)
- Beverages: Artpark & Company retains exclusive rights on sales of all beverages
- All food vendors are required to have a permit from the Niagara County Department of Health

Booth Hours:

- Set – up: Between 1 Pm & 4:30 PM on day of event
- Open: 4:30 PM – 9 PM on day of event
- All booths are required to be open during specified hours on event days.

Facts and Information:

- Vendors will be responsible for all booth structures, set-up, and furnishing (e.g. tables, chairs, outdoor heavy duty extension cords, signage, lighting, etc.)
- Participants will be asked to leave without refund if not in compliance with all rules of event.
- No exclusive rights for sale of any item will be guaranteed. Booth participants are responsible for cash on hand to make change. A sign must be prominently displayed at your booth with all prices.
- Artpark & Company Patron Services Director will assign booth/trailer locations
- Limited security will be present on the grounds; however vendors are responsible for the security of their booths and contents.
- Artpark & Company accepts no responsibility for stolen or damaged property, or accident or injury.
- Artpark & Company reserves the right to revoke or refuse to grant space at any time with recourse by the vendor and shall not be held liable to anyone for this action
- Applicants will be notified of acceptance by April 20, 2012. Additional information, parking passes, maps, etc., will be mailed approximately two weeks prior to first event.
- All tents and booth structures must abide by safety measures to insure the booth is adequately secured in case of inclement weather or strong winds.
- Vendors must list their NYS Sales Tax ID number on the application.
- Vendors are not allowed to sell any merchandise away from their assigned booth space
- Parking of large trucks and vehicles behind booths is not allowed
- All booths must comply with county Health Department Regulations
- If cooking, food vendors are required to bring their own fire extinguishers
- Smoking is not allowed in food booths
- No one under the age of 12 will be permitted in or behind the food vendor booth/trailer
- There are no refunds or rain checks once your payment has been processed.

Vendor Application

Name of Business/Organization _____

Contact Person _____

Address _____

City _____ State _____ ZIP _____

Daytime Phone _____ Evening Phone _____

Email _____

Sales Tax ID # _____

Drivers License # _____

Cuisine or Craft Item:

Item	Price	Item	Price
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Tuesdays in the Park run for 12 consecutive Tuesdays from June 19 thru September 4
Coors Light Wednesdays run for 6 consecutive Wednesdays from June 20 thru August 1 except July 4.
A deposit for first and last days of the Tuesday concert series is required with application. If you are not selected to be a vendor these deposits will be fully refunded. Weekly fees will be payable each week at the conclusion of the event.

I hereby apply to be a vendor for:

Tuesday in the Park: _____ Deposit enclosed: FOOD VENDOR - \$400, CRAFT / MERCHANDISE VENDOR - \$150

Coors Light Wednesdays: _____ Please check if you would like to participate.

Amount enclosed: _____ Check No. _____

Required: A copy of your Certificate of Insurance showing proof of liability coverage is needed if you are selected.

- Coverage must include a minimum of \$1,000,000 general and products – complete operation
- Artpark & Company, New York State Office of Parks Recreation and Historic Preservation, New York Power Authority, and the people of New York.