

Arcadia Productions

PO Box 518 Centereach NY 11720 (631) 974-5425

Arcadiaproductions@yahoo.com

WWW.ARCADIA-PRODUCTION.COM

AUGUST 28, 2022 NESCONSET DAY STREET FAIR
NESCONSET CHAMBER OF COMMERCE, INC. FOOD VENDOR APPLICATION
To be held at Smithtown Blvd & Gazebo Park

NAME _____ BUSINESS NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

CELL #: _____ SALES TAX ID # OR SS # _____

EMAIL ADDRESS _____

(Upon acceptance, a confirmation notice with all pertinent information will be sent via email)

Complete description of food and beverage products you will be selling & size of truck

Thank you for your interest in the **Nesconset Street Fair hosted by Nesconset Chamber of Commerce, Inc.** As a potential food vendor, please be aware of the following information:

1. The fee for a space is \$250.00.
2. Please provide pictures of your booth set-up and food products. Photos will not be returned.
3. Applications are reviewed individually based on photos and written description of food products to be served.
4. **Health Permit – You MUST register with the SUFFOLK COUNTY HEALTH DEPARTMENT and send us a copy of your annual or temporary DOH Permit.**
5. **We must receive your application before August 7, 2022.**

HOLD HARMLESS AND RELEASE: In consideration of participation in any event on Town property, the undersigned individual and vendor hereby releases and forever discharges the Town of Smithtown, the Nesconset Chamber of Commerce, Inc. and Arcadia Productions, its officers, agents, sponsors, employees and representatives, and their respective heirs, successors and assigns, from any and all liability, damage or injury that results from the negligence, actions or omissions of the vendor, including any causes of action, lawsuits, proceedings, debts, dues, contracts, judgments, damages, claims, and/or demands whatsoever in law or equity that the undersigned, its successors or assigns, ever had, now have, or may have in the future in connection with the undersigned's participation in any event on property of the Town of Smithtown.

If paying by check, 7-11 or United States Postal Service Money order, please mail to:
Arcadia Productions, PO Box 518 Centereach, NY 11720.

(a \$30 processing fee will be charged for checks returned by the bank for non-sufficient funds)

VENMO: @ARCADIAPRODUCTIONS – If paying by Venmo please email your application

CREDIT CARD: www.arcadia-production.com (please note there is a 3% credit card fee)

I understand that ALL SALES ARE FINAL - NO REFUNDS WILL BE GIVEN

Signature _____ Date _____

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ADDITIONAL VENDOR INFORMATION

1. **This event will be held rain or shine.** This is an outdoor event with possible uneven terrain, inclement weather and wind gusts.
2. Your booth must be open and staffed during all hours of the event; Sunday August 28, 2022 from 10:00 am to 5:00 pm.
3. You are responsible for keeping your booth and area clean at all times. All trash must be properly disposed of. Your area must be clean following the event. There will be a dumpster for your use located in the Nesconset Shopping Center
4. **Fire Extinguisher** – must be present in your booth. The Fire Marshall will inspect all vendors as part of the pre-event inspection.
5. **Generators** – must be grounded
6. All food vendors have been approved based on the application submitted. All items for sale will be reviewed throughout the event.
7. Food vendors may not sell any beverages or food items not described on the application. Approval for additional items must be requested and received.
8. All sales are from your assigned booth. No roaming sales.
9. There will be no changes after the booth spaces are assigned.
10. No bullhorns or megaphones, flashing lights or strobes, speakers or sound amplification is allowed.

LOAD IN/LOAD OUT PROCEDURES

1. Load in / set up is Sunday beginning at 7:30 a.m. You must completely be set up no later than 9:45 a.m. - no exception. A staff host will greet you and be available to answer questions during your set up.
2. Load out will begin on Sunday at 5:00 p.m.
3. Do not block traffic during your load out. Your patience during the load out process is appreciated.
4. Be prepared to bring help, rolling carts, hand trucks to load in to your booth space. Staff cannot be responsible for loading in, setting up or loading out vendor items.

THANK YOU FOR YOUR COOPERATION
IF YOU HAVE ANY QUESTIONS, DO NOT HESITATE TO CONTACT US AT (631) 974-5425 OR VIA
EMAIL AT ARCADIAPRODUCTIONS@YAHOO.COM
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