



WARWICK APPLEFEST 2024

CRAFT VENDOR APPLICATION

*This form for CRAFT vendors only – **not** to be used for ANY food items*

Request FOOD application for food vendors!

Sunday, October 6, 2024 - 9:00 AM - 5:00 PM - Rain or Shine!

OFFICE USE ONLY

Space # _____

Check # _____

Amt. \$ _____

Date _____

Vendor Information *(All information is required in order to be considered)*

Vendor Name - must match COI*		Contact Person	
Phone Number		Email Address (required)	
Address		City, State & Zip	

For security purposes, please supply the following information. Please note that this information will not be shared.

Date of Birth		Driver's License Number			Emergency Contact Name / Number	
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Vendor Space Information

2023 space # (if applicable)		Do you want the same space (if available)?		# of spaces	
Preferred location (rank in number order of preference)					
Chase Bank		South St.		South St. Fairway	
				Railroad Ave	
				Stanley-Deming Park	

Application Fees

Space Fee (see next page)	\$	
Electric Hookup (\$50)	\$	
Applefest T-Shirt (\$15 per shirt)	\$	Please indicate adult size(s) needed: S M L XL 2XL
Total amount enclosed	\$	Checks payable to "Applefest"

* Please note: Any vendor whose checks are returned due to insufficient funds will be charged a \$30. service fee.

Give a brief description of your handcrafted items to be sold. Absolutely NO pre-packaged or commercial items are allowed into the festival. If this section is left blank, the application will not be accepted. You MUST list three examples.

1. _____
2. _____
3. _____

Warwick Applefest 2024 General Release

Vendor/Contact person named above has agreed to rent a display area / vendor space as part of Warwick Applefest 2024 for a sum equal to the above Space Fee, Electric Hookup, and t-shirt (if applicable) combined. In consideration thereof, Vendor/Contact person agrees to release, indemnify and hold harmless Warwick Applefest and the Applefest Committee; the Village of Warwick, Inc.; JPMorgan Chase & Co.; Kuiken Brothers, Inc.; Robert E. Krahulik; Beattie & Krahulik; Kiluhark, Ltd.; the Warwick Valley Chamber of Commerce, Inc.; and any other unnamed sponsor of the event, their officers, directors, employees and agents ("Releasees"), from any and all costs, damages, claims, liabilities or judgments arising from the undersigned's participation in Applefest, including, but not limited to, attorney's fees incurred in association with participation in Applefest by Vendor/Contact person, their employer, officers, directors, employees, related entities, agents, and/or contractors ("Releasers"). Releaser agrees to look solely to its own insurance coverage for satisfaction of any such costs, damages, claims, liabilities or judgments. For the protection and health of the event's many sponsors, craft & food vendors, volunteers, suppliers, community members and visitors, the final decision to conduct Applefest is subject to pandemic conditions this fall. The decision will be made in accordance with Federal, State and Local regulations and restrictions in place at the time of the event. In the event that Applefest is canceled, the Releases maximum liability shall be the return of the sum paid to Applefest by each Vendor/Contact person.

*INSURANCE

It is understood and agreed that the Vendor will provide proof of Comprehensive General Liability insurance with minimum limits of \$1,000,000/occurrence and \$2,000,000/policy aggregate for the benefit of both The Warwick Valley Chamber of Commerce, Inc. 7 Grand Street, Warwick, NY 10990 and the Village of Warwick, 77 Main St. Warwick, NY 10990, evidencing them both as Additional Insureds. Vendors must provide a separate Certificate of Insurance for each Additional Insured entity in order to participate in the festival.

I have read the Applefest rules and will comply with them.

Vendor signature (Required): _____

Date: _____

WARWICK APPLEFEST 2024

www.WarwickApplefest.com

Warwick Applefest has become a major festival in the New York metro area, drawing some 30,000 visitors annually. Each year, the Applefest Committee works very hard to make the festival even better for visitors and participants alike. To do so, we follow the guidelines and rules below.

YOU MUST SUPPLY A VALID EMAIL ADDRESS ON YOUR APPLICATION SO THAT WE CAN COMMUNICATE WITH YOU

For Craft Vendor questions, please check the Applefest website FAQs (Frequently Asked Questions) page.

The Craft Vendor email address: warwickapplefestcraftvendors@gmail.com

CRAFT VENDOR GENERAL INFORMATION

Date	Sunday, October 6 (Rain or Shine)
Location	Village of Warwick, New York streets & parks
Time	9:00 am – 5:00 pm Breakdown begins at 5:00 pm <u>sharp</u> - not before - unless weather conditions force closure of the festival
Setup	6:00 am – 8:00 am / Vehicles must be moved to a designated vendor parking area no later than 8:00 am
Space size	10 feet x 10 feet / All spaces are outdoors on grass or pavement.
Insurance	All vendors are required to carry insurance (outlined above within the general release of the application) in order to participate in the festival. If you do not carry your own insurance you can contact Act Insurance (https://www.actinsurance.com/) who can provide you with coverage for the one day at a minimal cost. Please note that you do not need to submit your insurance with your application. However, if you are accepted into the festival you must provide a copy of your insurance certificates in order to be assigned a booth space. The sooner we receive your correct insurance forms by mail, the sooner we can assign you a space in your preferred area so, for your benefit, please do not delay. *Please do not apply for your insurance certificate until <u>after</u> you have been accepted into the festival.
Fee	\$150. for first space / \$125. for second space - for applications postmarked before June 1 (no refunds after 9/01/24) \$200. for first space / \$175. for second space - for applications postmarked after June 1 (no refunds after 9/01/24) New this year ** DEADLINE TO APPLY IS SEPTEMBER 1st ** applications must be postmarked on or before 9/01
Applefest T-Shirts	\$15. for each Applefest 2024 t-shirt
Clean up	All vendors are required to clean their booth area at the end of the day. This includes all packing material, boxes, etc. Vendors are not permitted to use festival dumpsters or garbage cans for disposal of any of these materials. Vendors who do not clean up in a satisfactory manner will not be accepted the following year.
Applefest Guide	Applications must be received by August 1 in order for the <u>vendor name only</u> to appear in the Guide. Vendors have the option to place an ad in the Guide. Visit www.warwickapplefest.com/advertise/ for more details.

Returning vendors must submit an application postmarked by JUNE 1 if you wish to reserve your same space from the previous year. After June 1, spaces are open to all upon receipt of completed application packet. **Application packets must be postmarked on or before September 1, 2024**

Applefest is a juried festival.

To be considered, the following MUST accompany your application, whether or not you have participated in the past:

- 1) Three printed photos (one of your booth setup & two of the items made by you to sell)
- 2) Your check payable to "Applefest" and
- 3) A self-addressed, stamped envelope (SASE) large enough to return your photos along with our response (be sure to put enough postage on the envelope).

NOTE - If application packet is not complete, it will automatically be returned to you, which will delay the jury selection process and space assignment. Space is limited.

Mail COMPLETE application packet and self addressed stamped envelope to: Applefest, Attn: Crafts, P.O. Box 22, Warwick, NY 10990

APPLEFEST 2024 RULES

READ ALL RULES CAREFULLY- YOU MUST SIGN THAT YOU HAVE DONE SO ON THE APPLICATION!

■ **All displayed crafts** must be solely the work created by the exhibitor. Commercially manufactured items, kits, and/or items not handcrafted or designed by the applicant may NOT be offered for sale. The festival managers reserve the right to inspect all items on display to ensure vendors' adherence to this rule, and may request and cause the removal of work and/or items which, in the sole judgment of the festival managers, violate any festival rule. Failure to comply with any request to remove items or work from the display will result in the removal of an exhibitor from the festival. All vendors are responsible for their own NY Sales Tax number.

■ **Exhibitors may not rent and/or sublet** their booth space, nor may they act as agents or dealers for other craft persons or manufacturers. They also may not share booth space with another exhibitor unless such a request is made and approved in advance, and the appropriate application procedures are followed.

■ **All vendors must provide their own tables, chairs, and display materials.** Remember – all spaces measure 10 feet x 10 feet square. No displays or products will be allowed in aisles or walkways, or on sidewalks. All tables must be “skirted” or covered to the ground, and boxes & packing materials stored out of sight. No storage boxes or untidy display or craft materials are to be in public view. Vendors are responsible for keeping their area neat, clean, and hazard free.

■ **All booths must be manned** by persons 18 years or older. Children must be supervised at all times. Pets are not allowed. All vendors must stay completely set up for the entire show. Vendors are not allowed to bring their vehicle back into the festival area at the end of the day until the Police have given permission to do so. Vendors are responsible for taking all packing material and boxes, etc. with them at the end of the day. Vendors are not permitted to use festival dumpsters or garbage cans for disposal of any of these materials. Vendors who do not clean up satisfactorily will not be accepted next year.

■ **Applefest craft vendors are juried** first on the quality of the work presented. Be sure your photos are in focus and show your craft closely. Second, Applefest craft vendors are juried by category, so if the Committee has already accepted the limited number of vendors in your craft category, you may be denied. Finally, Applefest craft vendors are judged on the presentation of their craft and booth display. **The decision of the jury is final.**

NOTE: PREPACKAGED FOOD ITEMS ARE NOT CONSIDERED A CRAFT SO PLEASE DO NOT USE THE CRAFT APPLICATION IF YOU ARE SELLING ANY ITEMS FOR HUMAN CONSUMPTION. See Food Vendor links for more information

NOTE: YOU MUST SEND A SELF ADDRESSED, STAMPED ENVELOPE ALONG WITH THE REQUIRED THREE PHOTOGRAPHS, YOUR COMPLETED, SIGNED APPLICATION AND CHECK MADE OUT TO “APPLEFEST” WHEN APPLYING TO BE A CRAFT VENDOR.

NOTE: YOU MUST PROVIDE A WORKING EMAIL ON YOUR APPLICATION SO THAT THE CRAFT VENDOR COORDINATOR CAN EMAIL YOU WITH MORE INFORMATION AS WE MOVE YOU ALONG IN THE APPLICATION PROCESS.