



FESTIVAL VENDOR APPLICATION

SUNDAY— October 13th, 2024 — 12PM - 8PM

Applicant Name: _____

Business Name: _____

Business Address: _____

Email Address: _____

All Social Media Addresses:

Phones: (W) _____ (H) _____ (M) _____

Restaurant/Food/Food Truck Vendor ___ Merchandise/Craft Vendor ___ Other/Group/Non Profit ___

Food Truck Name and Dimensions _____

Auto Lic. Plate # _____ Make _____

Model _____ Year _____

NYS Vendor Lic. or Tax Number: _____

The UCIAF Festival (Sunday, October 13th,2024) is subject to all current City of Kingston, Ulster County and New York State Outdoor Large Public Gatherings Protocols and Restrictions. Please check www.coronavirus.health.ny.gov> for the latest Covid 19 Information and www.uciaf.org for Italian Festival Information.

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FOOD VENDORS: list all menu items and prices that you plan to sell at the festival including drinks. Please be as specific as possible. We recommend limiting the menu to 4-6 items. Only listed items are to be sold at the event. **(Italian items are highly preferred)**

MERCHANDISE/CRAFT VENDORS: list all items and prices that you plan to sell at the festival. Please be as specific as possible. Only listed items are to be sold at the event. **(Italian themed items are preferred)**

ALL VENDORS: Photos of Truck/Setup must be submitted with this application

FEES:

\$260 - Restaurant/Food/Food Truck Vendor: _____ 12'x12'

\$140 - Merchandise/Craft Vendor: _____ 12'x12'

Spaces are only sold in full 12' x 12' areas. Calculate your required space properly.

If you are one of our UCIAF members and would like to participate in the 2024 Italian Festival discounted rates are listed below.

\$200 - Restaurant/Food/Food Truck Vendor: _____ 12'x12'

\$100 - Merchandise/Craft Vendor: _____ 12'x12'

(\$50.00 Fee for City of Kingston IS included in above pricing)

Electricity _____ Up to 20 AMPS Maximum @ \$40.00

Minimum of 100 feet of power cord is required to access electricity. Please notify us if you have **special electrical needs** or other requirements. **If you are using a generator it must be a quiet generator due to the area.** If the generator is **loud** the UCIAF Italian Festival committee has a right to not allow you to set up.

Vendor positioning will be determined once all ACCEPTED applications are processed and payments received. All vendor fees are **non-refundable** once accepted.

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Your space must look professional, attractive and have a well maintained appearance. All vendors must have courteous and friendly personnel.

All vendors will be considered. Italian themed vendors are **HIGHLY** favored on where we place you.

This is an Italian American event. All merchandise must be respectful to the heritage.

The Ulster County Italian American Foundation reserves the right to remove any items for sale or displayed that are deemed offensive or inappropriate.

All vendors must have:

1. Payment submitted with vendor application 2. City of Kingston Vendor Application

3. Up-to-Date Department of Health Permit or Temporary Permit

4. A Certificate of Liability Insurance with Ulster County Italian American Foundation, INC. - PO Box 4427 Kingston, NY 12402 and the City of Kingston -420 Broadway Kingston, NY 12401 as additional insured.

5. UCIAF application and monies paid in full by September 1st, 2024. (Alternate vendors will be chosen if payment and paperwork are not received by this deadline)

Vendors are required to remain open during the entire festival even if the vendor is sold out. Due to police security, no vendor may leave the festival site until the Kingston Police Department gives approval, which is usually at the closing of the festival. There will be a set-up time from **8AM-11AM**, with no tear down time prior to 8PM, even if the vendor is sold out.

The UCIAF’s Italian Festival will be photographed (both video and still) to develop promotional materials for future festivals. Vendor participation implies permission to use any images captured for festival purposes.

Please send Checks made payable to: **ULSTER COUNTY ITALIAN AMERICAN FOUNDATION**

Reminder: There is no need to send a check to City of Kingston as this fee is included in your UCIAF Festival vendor fee

Your check, UCIAF vendor application, insurance certificates and your completed **City of Kingston Vendor Application** must be sent to:

Ulster County Italian American Foundation

P.O. Box 4427 Kingston, NY 12402

In consideration of accepting this vendor application, I the undersigned, intending to be legally bound for myself, my heirs, executors and administrators, waive and release any and all rights and claims for damages I may have against the Ulster County Italian American Foundation, the City of Kingston Parks Department, the City of Kingston, and any and all sponsors, and their representatives, successors and assigns for any and all injuries suffered by me in this event.

Signature: _____ Date: _____ Cell Phone: _____

Print name: _____ Business phone: _____

Contact info: Stephanie Reginato / stephanireginato84@gmail.com / www.UCIAF.org

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For Festival Use Only:

Application Received: _____ **Space Required:** _____ **Space Assigned:** _____