

Enclosed is the Baldwinsville Oktoberfest 2014 Vender Application and Agreement. We are looking forward to having YOU participate in Oktoberfest 2014!!

In an effort to have a variety of items available to patrons, the committee encourages vendors to sell different items. Therefore, please list in order of preference what items your organization would like to offer for sale.

The Greater Baldwinsville Community Benefit Fund (GBCBF) committee is looking forward to Oktoberfest 2014!! This year the Oktoberfest will be held in the Village Square on Friday, September 12th and Saturday, September 13th. If you have any questions or concerns, please feel free to contact me at 857-4451 (cell-leave a msg), 458-8131 (work) or ljfalso@gmail.com

**Lori Falso
GBCBF**

OKTOBERFEST 2014

Sept 12th 4-11 pm and Sept 13th noon – 11

VENDOR APPLICATION

GERMAN FOODS AND/OR THEMED ACTIVITIES ARE PREFERRED

Name of Group _____ Contact Person _____

Mailing Address _____ Phone (day) _____

Email Address _____ (evening) _____

TYPE OR GROUP: _____ Private profit _____ Not-for-Profit

Please list exclusive items in preferred order and other items to sell if not selected by another vendor as exclusive.

****First come first served** – you must be **paid in full** to get your 1st and 2nd choice exclusive items

Exclusive food items: limit 2 _____ other items: _____

1 _____

2 _____

3 _____

4 _____

Please call Lori Falso (458-8131) or (315-857-4451) with your exclusive food items for availability.

Beverages (be specific) _____
(If soda – must be Pepsi products)

SET UP DESCRIPTION : Booth Space with be approx. 10'x10' (add'l space may be available at add'l cost)

Counter space is responsibility of the vendor. If yes,
Do you have a refrigerated trailer? _____ yes _____ no size _____
Is electricity needed? _____ yes _____ no (cannot be greater than 120 or 208)
Is a vehicle part of your set-up? _____ yes _____ no (RV, trailer, etc.)
If yes – vehicle dimensions? _____

Electrical requirement: Appliance _____ Volts _____ Amps or Watts _____ Outlets _____

Propane use is responsibility of the vendor.

Food Vendors are responsible for obtaining their Health Permit from the County of Onondaga.
NON-FOOD VENDORS (describe activity type) _____

Electrical requirement if necessary _____

The Committee reserves the right to reject any application submitted (with explanation).

DEADLINE FOR RECEIVING APPLICATIONS & BOOTH FEE (Payable to GBCBF)

JULY 30, 2014

FYI: The sooner you commit the more opportunity you will have to promote your name in news articles. MAIL TO: GBCBF, PO Box 234, Baldwinsville, NY 13027 ATTN: Oktoberfest.

VENDOR AGREEMENT

Fee for Booth Space -- Private/Profit - \$300.00 -- for 10'x10' space
Not-for-Profit - \$150.00 -- for 10'x10' space

For additional booth space and cost, call Lori Falso at 857-4451

All food or non-food activities will be cash at the booth with tickets required for beer purchase.

VENDOR' S RESPONSIBILITIES

- **Keep your space clean, including in front and behind -- take trash to the dumpster.**
- **Set-up may start at noon on Friday and must be complete and ready ½ hr before start of festival each day, with vehicles out of the area**
- **Breakdown cannot start until Saturday at 11 pm, with no vehicles in the area prior to 11:30.**
- **Provide your own heavy-duty extension cords**
- **Provide pallets as no items (including coolers) can rest on the ground.**
- **If there is any possibility of grease spills, area must be covered with felt paper and an absorbent material. (Stay-Dry)**
- **Any cooking with open flame must be outside of the main tent.**
- **If you have any type of open flame, Fire Code requires that you provide a fire extinguisher.**
- ** Due to limited parking, 1 vehicle per vendor is allowed this does not include food vending vehicle.**

ALL VENDORS MUST SUBMIT A CERTIFICATE OF INSURANCE NAMING GREATER BALDWINSVILLE COMMUNITY BENEFIT FUND, INC AND THE VILLAGE OF BALDWINSVILLE AS ADDITIONAL INSUREDS.

It is our desire that this will be a great community event, and with your help, it can be. We ask that you follow the vendor responsibilities and seek a Committee Member (who will be circulating during the Fest) if you have any questions. We want everyone happy!! Please sign below noting your agreement with the above.

Signed _____ Date _____

Name (printed) _____

The Oktoberfest Committee accepts this agreement:

_____ Date _____

PLEASE RETURN BOTH SHEETS TO: GBCBF, PO Box 234, Baldwinsville, NY 13027.

You will be contacted if the committee has any questions or concerns. You will be notified when your application has been accepted.

VILLAGE SQUARE IS THE VENUE