

# 2020 HARBORFEST FOOD VENDOR APPLICATION

(Please print legibly and fill in completely)

NAME		BUSINESS NAME
ADDRESS		CITY, STATE, ZIP
PHONE	CELL PHONE	NYS TAX ID NO. (Send copy of NYS Tax Certificate with application)
EMAIL ADDRESS		WEBSITE

**VENDOR INFORMATION** Are you a returning vendor?  Yes  No If yes, list years attended: \_\_\_\_\_

**REFERENCES:** (New vendors only – list one for each category): Festival/Show completed: \_\_\_\_\_

Business Reference: \_\_\_\_\_ Bank Reference: \_\_\_\_\_

**MENU:** It is mandatory to attach a menu of all items you wish to sell and the COST. Menus will determine acceptance and siting. Please list items in order of importance as some items may be disallowed to avoid duplication. You will be contacted in advance if you are unable to sell any of the items on your list. Food prices cannot be increased during the festival.

**SET-UP/SPACE REQUESTED:** Please complete the appropriate section.

**Trailer (if applicable):** Total space needed (including hitch): Frontage: \_\_\_\_\_ Depth: \_\_\_\_\_ Height: \_\_\_\_\_ Length: \_\_\_\_\_

Is hitch removable?  Yes  No From what side or end of Trailer do you operate? \_\_\_\_\_

Where is the entrance door of the unit? (If on front of unit it needs to be included in "Frontage" space) \_\_\_\_\_

**Tent (if applicable)** Total space needed: Frontage: \_\_\_\_\_ Depth: \_\_\_\_\_ Height: \_\_\_\_\_ Length: \_\_\_\_\_

Dimension (include stakes): Length \_\_\_\_\_ Width \_\_\_\_\_ Flaps:  Yes  No

**ELECTRICAL REQUIREMENTS:** Mandatory to attach a list of all electrical devices you will utilize (include amperage for each device).

Total wattage required to operate your site? \_\_\_\_\_ Standard duplex receptacles required: \_\_\_\_\_

Will you require our electrician to hardwire conductors directly into a two-pole breaker at 240 volts?  Yes  No

If yes, which installation do you require?  30  40  50  60 Amps  Other \_\_\_\_\_

(30 amp hardwire provides a maximum of 7200 watts. Each additional 10 amps hardwired provides an additional 2400 watts)

Will you need access to water?  Yes  No

**PRELIMINARY WORKSHEET:**

Indicate venue preference by numbering 1-2 (1= first choice)

Breitbeck  East Park (Washington Sq.)

**Basic Site Fee (10x10)**

(\$900 Breitbeck, \$400 all other venues) \$ \_\_\_\_\_

**Additional Footage (frontage):**

(\$50/ft. Breitbeck, \$30/ft. all other venues) \_\_\_\_\_ x \$ \_\_\_\_\_ = \$ \_\_\_\_\_

**Electric 120 Volt/20 Duplex Receptacle**

(max. 3 per vendor) \_\_\_\_\_ x \$100 = \$ \_\_\_\_\_

**Electric 240 Volt: 30 AMP Hardwired** \$175 = \$ \_\_\_\_\_

**Each additional 10 Amps** \_\_\_\_\_ x \$ 50 = \$ \_\_\_\_\_

**Insurance (if applicable)** \$ \_\_\_\_\_ 90

**Clean Up Fee (non-refundable)** \$ \_\_\_\_\_ 50

**\*\*Total estimated site cost** \$ \_\_\_\_\_

**\*\*Actual total will be calculated upon acceptance**

**into the festival. An Agreement and Invoice will be sent to accepted Vendors by March 11, 2020.**

**\$35 APPLICATION FEE PAYMENT**

**(Check method of payment)**

**Check/Money Order (Checks should be made made payable to: Oswego Harbor Festivals, Inc.)**

**Credit Card:**  Visa  MC  Amex

**Credit Card Number:** \_\_\_\_\_

**Expiration Date:** \_\_\_\_\_ **3 digit security Code:** \_\_\_\_\_

I am the authorized credit card holder and allow Harborfest to charge my account for Festival fees.

\_\_\_\_\_  
**Authorized Card Holder** **Date**

**AUTHORIZATION:** I have read this application and will comply with all Oswego Harborfest regulations.

Vendor Signature \_\_\_\_\_ Date \_\_\_\_\_

**QUESTIONS: CONTACT VENDOR COORDINATOR AT 315-343-6858 OR [vendor@oswegoharborfest.com](mailto:vendor@oswegoharborfest.com). Mail Completed application with required items (refer to Application Procedure) to: Oswego Harbor Festivals, Inc., 41 Lake St., Oswego, NY 13126**