



**VENDOR APPLICATION
FOR THE 6th ANNUAL RIVER STREET FESTIVAL
SATURDAY, June 20, 2009**

Applications must be received by May 29, 2009

Name: _____ Business Name _____

Address _____
Street/P O Box _____ City _____ State _____ Zip Code _____

Home Phone: _____ Business Phone: _____

Email Address: _____

Web Site: _____

Fed. Taxpayer Identification Number (EIN) _____ or (SSN) _____

State Identification Number _____ (Please specify what state)

PLEASE INDICATE YOUR ART/CRAFT CATEGORY(S) BY PLACING AN 'X' IN THE BOX
BESIDE THE APPROPRIATE CATEGORY(S).

- | | |
|--|---|
| <input type="checkbox"/> Baskets | <input type="checkbox"/> Metals (Other than Jewelry) |
| <input type="checkbox"/> Candles | <input type="checkbox"/> Musical Instruments |
| <input type="checkbox"/> Clothing & Accessories | <input type="checkbox"/> Other Media |
| <input type="checkbox"/> Decorative Painting/Folk Art | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Dolls & Stuffed Animals | <input type="checkbox"/> Pottery |
| <input type="checkbox"/> Dried Flowers/Herbs/Potpourri | <input type="checkbox"/> Quilts & Quilted Items |
| <input type="checkbox"/> Food | <input type="checkbox"/> Rugs |
| <input type="checkbox"/> Furniture | <input type="checkbox"/> Stained/Beveled/Etched/Blown Glass |
| <input type="checkbox"/> Graphic/Fine Arts | <input type="checkbox"/> Toys |
| <input type="checkbox"/> Jewelry | <input type="checkbox"/> Wood Accessories |
| <input type="checkbox"/> Leather/Sheepskin | <input type="checkbox"/> Wreaths |

Other: _____

Explanation/description of art/craft: _____

Please send appropriate amount along with application. Your application will be reviewed by a committee and those who are accepted will be notified by June 1, 2009. **Please make check payable to Troy Downtown Collaborative.** Checks will be returned to those who are not accepted.

Artist 10'x10' space along River St. **\$50.00**

Food 10'x10' space along River St. **\$150.00**

Number of Spaces: _____

****To maintain high quality arts and crafts, the Arts and Crafts Committee is requiring that ALL NEW applicants submit pictures/slides of your art or craft with your application. If you are a previous year participant & you are making a new item/craft, you must submit pictures with your application. The pictures will not be returned unless you provide a self-addressed pre-paid envelope. ****

Please mail completed application, check AND pictures to:

**Troy Downtown Collaborative
274 River St.
Troy, NY 12180**

RULES AND REGULATIONS:

- Exhibit space, table covers and backdrops must match the exhibit and not be offensive in event organizer's judgment to adjacent exhibit spaces. All excess inventory must be stored out of sight.
- Exhibitor will comply with all rules of the festival site.
- Please be prepared to set up on Saturday, June 20, 2009 between the hours of **6:30 AM and 8:30 AM**. Food vendors please place preparation items and products at your booth location, thereby minimizing vehicular traffic in the park.
- Exhibitors must be prepared by **8:30 AM Saturday** for festival operation.
- Booths must stay open and operational during the show hours. Booths cannot be broken down or vacated prior to the closing time on either day.
- All displays shall be kept neat and clean with the Vendor responsible for clean-up at the end of the show by removing equipment, inventory and improvements, and leaving the exhibit space in the same condition as on delivery. The Vendor shall be liable for delivery, handling, set-up and removal of its own displays and materials.
- The Vendor shall conduct business in accordance with all laws and highest standards of business ethics.
- **NO PETS ALLOWED.**
- The Vendor must comply with all Health Department Regulations and obtain necessary permits required from the Rensselaer County Department of Health if operating a food concession.
- The Vendor shall be substantially present at the exhibit space for the duration of the show hours and shall have qualified, experienced and responsible staff available at all times.
- Event Organizers reserve the right to ask a Vendor to leave, when in its opinion, the Vendor is found to be disruptive to the show, other Vendors, or customers; the Vendor forfeits the exhibit fee.
- The Vendor shall not increase prices once the show opens to the public.
- The Vendor shall obey all fire regulations and County, State and other applicable laws.
- The Vendor shall not consume nor permit his/her staff to consume, alcoholic beverages while vendor/staff are participating at the festival.
- Event Organizers reserve the right to establish such additional rules and regulations, as it deems necessary for the safe and successful operation of the festival.