



Cornell University
Cooperative Extension

PumpkinFest

SUFFOLK COUNTY FARM & EDUCATION CENTER

October 4 & 5 11 AM – 5 PM

VENDOR INFORMATION

This year's PumpkinFest 2008 plans are well underway, and we are pleased to contact you as a potential vendor. PumpkinFest 2008 will be held on October 4th & 5th, 2008 at the Suffolk County Farm & Education Center in Yaphank from 11:00 a.m. – 5:00 p.m. This is an annual event held outdoors and attracts more than 15,000 people!

Vendors will be supplied with a 12 x 12 exhibition space and will be responsible for their own tables, chairs, displays and any additional material to make their displays as attractive as possible. Electricity is **NOT** available. Booths will be assigned at the discretion of the PumpkinFest 2008 Committee and will be considered in order of date received.

One Day: \$100 per day
Both Days: \$180 total

Applications received after 9/20/08 may be subject to a late fee.

New and Hand-Crafted items only please!

A non-refundable payment is due at time of registration. We can not be held responsible for rain or poor weather. Event will go on as scheduled regardless of weather conditions.

Please contact Barbara Sturek for more information.

Phone: (631) 852-4607

Fax: (631) 852-4606

E-Mail: bs65@cornell.edu

VENDOR POLICIES

Check-in time begins at 7:00 a.m. ALL VEHICLES MUST BE CLEARED FROM VENDOR SPACES BY 10:A.M. and moved to a designated parking area for vendors. Vehicles will not be permitted to enter or leave vendor booth area between 10:00 a.m. and 5:30 p.m.

NYS Sales Tax Certificate is required. Applications will not be processed without it.

Electricity is not available and generators will not be permitted without prior approval. If you require a generator, please contact us to discuss the possibilities.

There will be a limit to vendors representing, Avon, Tupperware, Discovery Toys and so on. Applications will be considered on a first come basis.

Vendor will be responsible for removing all trash from rented site at the end of the day. Trash receptacles will be placed within the vendor booth area for your convenience.

Soliciting cash donations or selling raffle tickets will not be permitted for vendors other than organizations affiliated with Cornell Cooperative Extension and/or Suffolk County Farm and Education Center and only with prior permission.

Selling or distributing free samples of any food item will not be permitted unless you are registered to vend PumpkinFest 2008 as a food vendor. Suffolk County Department of Health certificate is required for all food vendors.

In some cases, a certificate of insurance may be required.

Illegal, obscene, offensive or adult oriented merchandise will not be permitted to be displayed and/or sold. Please keep items family oriented. Cornell Cooperative Extension reserves the right to ask vendors to remove any item that may be deemed inappropriate.

Cornell Cooperative Extension is not responsible for any loss, stolen or damage of items, injury to vendors, nor their employees or customers on the premise of vendor's assigned space.

For 2-Day vendors, booths may be left set-up overnight at vendors own discretion. Security will **NOT** be provided. Cornell Cooperative Extension will not be held responsible for any damages or theft incurred.

Pets are not permitted on PumpkinFest grounds.

Vendors will receive booth #'s and other information no later than 1 week before this event. If you have not received your information by September 30, 2008 please contact us.



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October 4th & 5th, 2008 11 AM – 5 PM

VENDOR APPLICATION:

Contact Name: _____

Business Name: _____

Address: _____

City, State, Zip _____

Phone: (____) _____ Best Time to Call: _____

Sales Tax Id #: _____ E-Mail: _____

I would like to vend on: Saturday Sunday Both Days

List in detail as many types as possible of the items you intend to sell:

I, _____, hereby voluntarily release and hold harmless Cornell Cooperative Extension of Suffolk County and all its directors, educators, employees, volunteers and other participants, the County of Suffolk and Cornell University from any and all demands, claims and liabilities on account of any illness, injuries, losses and damage to property which my have been caused by or resulted from participation in PumpkinFest 2008 on October 4th & 5th, 2008 at the Suffolk County Farm & Education Center, Yaphank, NY.

In applying my signature to this application, I am stating that I have read and agree to abide by the PumpkinFest 2008 Vendors Policies and the above statement.

Signature: _____ Date: _____

Please make checks payable to: **Cornell Cooperative Extension** and send along with a completed application to:

Pumpkinfest
Suffolk County Farm & Education Center
350 Yaphank Ave.
Yaphank, NY 11980

You may fax your application with Credit Card#, Expiration Date, Amount Paid & Signature to: 631-852-4606. We accept MasterCard and Visa only.