



Canalfest 2019 – Application Form

Name: _____
 Business Name: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Phone: _____ EMail: _____

Please list and detail all items that you plan to sell or what your organization does. **All food items require approval so as to not conflict with existing food vendors.**

If you were a previous Vendor, please indicate if you would like the same booth location. (This is not guaranteed, but we will make our best effort). YES ___ NO ___

Vendors Only:

First 10’x10’ space: _____ x \$100 = \$ _____ **After July 1st** _____ x \$125 = \$ _____

Additional 10’x10’ spaces: _____ x \$75 = \$ _____ **After July 1st** _____ x \$100 = \$ _____

Do you have any special needs? We will try our best to accommodate your requests:

Liability: Each person exhibits all merchandise at his/her own risk. The Rome Rotary Club, the City of Rome, and all other organizations and individuals involved in the festival shall not be held liable for any loss, damage or personal injury incurred while attending or participating in Canalfest. I agree to comply with all requirements and regulations of Canalfest. Please sign and date to show that you have read and agree to the above requirements of Canalfest. **Canalfest is a tobacco- and alcohol-free event.**

Signature _____

Date _____

Please make your check payable to “Rome Rotary Club”. Send application and check to:

Rome Rotary Club
 P.O. Box 655
 Rome, NY 13442-0655

Please indicate on check memo line “Canalfest Vendor”

Please contact David Burke at dburke4@twcny.rr.com or 315-725-8431 if you have any questions prior to submitting your application.

Canalfest 2019 – Information Sheet

Canalfest is three fun-filled days on the historic Erie Canal at Bellamy Harbor Park. The festival is a family-oriented event with non-stop music and entertainment, photo contest, fishing derby, ski show and anything-but-a-boat race. Please consider joining us as a vendor or club to promote your goods or organization!

BOOTH SET-UP DATES: 12 noon – 4:30 PM, August 2nd

FESTIVAL DATES: August 2nd: 5 PM – 10 PM; August 3rd: 12 PM – 10 PM; August 4th: 12 noon – 5 PM

BOOTH & COST INFORMATION:

Canalfest has two different types of booth space available: vendors and not-for-profits.

1.) **Vendors/Crafters** – Merchants wanting to sell or advertise goods or services. The cost is \$100 per 10'x10' space. If you require more than one space, each additional space will be \$75. Prices increase July 1st (see application). All spaces are outdoors.

2.) **Club/Not-for-Profit** - You will receive one space at no charge. **You cannot sell merchandise or hold raffles at this level.** Please apply for a Vendor Space if you wish to sell merchandise or advertise payment-based services.

LOCATION: Bellamy Harbor Park - Rome, NY 13440

PARKING: There is vendor parking that is set aside for our attendees behind the festival. No parking passes are needed.

GENERAL INFORMATION:

1. **Things to bring:** tent(s), tables and chairs, lights, 100-foot extension cord to reach the available electricity, and power strip / surge protector. We also recommend bringing duct tape to tape your extension cords to the ground in a safe manner.
2. **Security:** There will be a security person on site from 10 PM – 7 AM on Friday and Saturday night. Crafters are welcome to leave their wares in the tent overnight with a light on. Leaving items will be at your own risk.
3. **No applications for face painting will be accepted.** There is a separate area for this already at the Festival. Realistic looking toy guns are also not allowed. Please consult us if you have any questions.
4. **We will accept food vendor applications ONLY IF you have a copy of applicable health permit(s) included with your application and what you are selling is not already being sold by another vendor.**
5. Your merchandise must be kept in the 10'x10' space allocated to you.
6. Except in emergency situations, vendors are expected to stay until closing time each day.
7. You are not permitted to have your car on the park grounds during festival hours for any reason for safety reasons. During setup and after the festival closes you may bring your car onto the grounds to load and unload. Otherwise we do have CAP members who are willing to help you carry items to and from the parking lot.
8. Unless you were a previous vendor or have special needs, most spaces are given out on a first come, first served basis. Please arrive early during setup time.