



Canalfest 2023 – 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 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 \$50 = \$_____ **After July 1st** _____ x \$60 = \$_____

Additional 10’x10’ spaces: _____ x \$40 = \$_____ **After July 1st** _____ x \$50 = \$_____

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 send this completed application with a check made payable 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 2023 – Information Sheet

Canalfest is an action packed one day event on the historic Erie Canal at Bellamy Harbor Park. The festival is a family-oriented event with music and entertainment, fishing derby, inflatable rides, games, kid's running race, attractions and many more activities. Please consider joining us as a vendor or club in order to promote your goods or organization!

DATES, BOOTH SET-UP: 9:00 a.m. to 11:30 a.m., Saturday August 5th

FESTIVAL DATES :Saturday August 5th; Fishing Derby 7:30a.m.to 11:45a.m., craft vendor's and exhibits 12:00 noon to 7:00p.m., kid's rides 1:00 pm to 7:00 p.m.

BOOTH & COST INFORMATION:

Canalfest '23 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 \$50 per 10'x10' space. If you require more than one space, each additional space will be \$40. All retail vendor spaces are outdoors with a few possible spots in the boat house for non-profit agencies, etc. as in the past.
- 2.) **Club/Not-for-Profit** - You will receive one space at no charge if approved. **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 set aside for our attendees behind the festival grounds. No parking passes are needed.

GENERAL INFORMATION:

1. **Things to bring:** tent(s), tables and chairs, lights, 100-foot extension cord if needed to reach the available electricity, and power strip / surge protector. We also recommend bringing duct tape to tape your extension cords to the walkways in a safe manner.
2. **Security:** There will be a security detail on site from start to finish. Crafters are encouraged to arrive early for set up so there is not a last minute traffic jam.
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 items must be kept and displayed in the 10'x10' space allocated to you.
6. Except in emergency situations, vendors are expected to stay until closing time. We may have enough volunteers for someone to watch your booth for a quick break if needed.
7. You are not permitted to have your car on the park grounds during festival hours for safety concerns. During setup and after the festival closes you may bring your car onto the grounds to load and unload. Otherwise we do have volunteers/Rotary members who are willing to help you carry items to and from the parking lot.