

# *Celebrate* **RiverFest**

*First Saturday in June • Donohue Park • Cornwall-on-Hudson*

Dear Vendor,

Cornwall-on-Hudson will be celebrating its 15<sup>th</sup> annual **RiverFest** on Saturday, June 2, 2012 at Donohue Park on the shores of the majestic Hudson River. **RiverFest** 2012 will feature a full day of entertainment, children's activities, and a large craft and food fair. The festivities will begin at 11:00 am and conclude by 6:00 pm.

You are invited to be a part of the **RiverFest** celebration. Food and craft vending spaces are available at a cost of \$75.00 per 10' x 10' area. Not-for-profit vendors planning to sell merchandise must pay a fee of \$25.00 and are prohibited from offering food and beverages. Not-for-profit informational vendors are invited to participate at no charge.

Only food vendors and children's activity vendors must provide a certificate of insurance for June 2, 2012, naming the Village of Cornwall-on-Hudson, and Cornwall-on Hudson RiverFest, Inc., as holders and additional insured's. Please include a copy with your application. In addition, the Orange County Health Department requires all commercial food vendors submit to an inspection and pay a fee of \$50.00 for a temporary, off premise food permit. We suggest that you make these arrangements in advance, directly with the Health Department, to avoid any additional fees levied by the inspector on site.

**RiverFest** will be held on Saturday June 2, 2012, **rain or shine. There is no rain date scheduled and there will be no refunds offered.** Vendors are invited to provide their own tents. Please be advised that food vendors will be located on an asphalt surface. Craft and other vendors will be located on the grassy area.

If you require electricity, it will be necessary for you to supply your own generator.

Please plan to arrive by 9:00 am. Set up must be completed no later than 10:30 am so that all vehicles can be moved to designated, on-site vendor parking areas. Shuttle buses will be available throughout the festival hours to transport visitors to and from the festival. The festival will end at 6:00 pm. All vendors are expected to depart no later than 7:00 pm.

A vendor application should be completed in full and returned by May 15, 2012, as vending spaces are limited. In the event an application and/or registration fee is received after all spaces have been assigned, the application fee will be returned to you. Confirmation will be provided regarding parking, space location and set up information once your application is accepted. Please check [www.river-fest.com](http://www.river-fest.com) for updates and remember that all committee members are volunteers.

We look forward to having a great day and hope that you will join us.

Sincerely,

The 2012 **RiverFest** Committee

**Cornwall-on Hudson RiverFest, Inc.**  
325 Hudson Street, Cornwall-on Hudson, New York 12520  
Tel: 845 534-4200 ext. 373 • Fax: 845 534-3965  
[www.river-fest.com](http://www.river-fest.com)



Cornwall-on-Hudson
RiverFest 2012

VENDOR APPLICATION-AGREEMENT FORM

I wish to participate in RiverFest 2012 on Saturday, June 2, 2012. I did [ ], did not [ ] participate last year. I am a: Commercial Vendor (\$75.00) [ ], Not For Profit Retail Vendor (\$25.00) [ ], or Not For Profit Information Vendor (N/C) [ ]. I have enclosed the Space Fee of \$ \_\_\_\_\_ and a Certificate of Insurance (if required, see below).

PLEASE PRINT CLEARLY

NAME: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

DESCRIPTION OF MERCHANDISE (Please provide a specific description of items to be displayed/sold, "crafts" or "food" is not sufficient): \_\_\_\_\_

FOOD VENDORS MUST SUBMIT A MENU WITH THEIR APPLICATION. \_\_\_\_\_

We reserve the right to deny an application for any lawful reason

Waiver of Liability: Vendor assumes all risk of loss or damage to property and waives all claims against the Village of Cornwall-on-Hudson, Cornwall-On-Hudson RiverFest, Inc., and its committee members, which arise out of the use of the premises.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PLEASE RETURN WITH YOUR PAYMENT TO:

Cornwall-On-Hudson RiverFest, Inc. PO Box 12 Cornwall, NY 12518

845 534-4200 ext 373

DO NOT FAX YOU APPLICATION

MAKE CHECKS PAYABLE TO: Cornwall-On-Hudson RiverFest, Inc.

- Festival hours are 11:00 am - 6:00 p.m. on Saturday, June 2, 2012 Rain or Shine
There will be no refunds or rain dates
Vending Spaces are 10'x10'. Tents are welcome.
The sale of alcoholic beverages is prohibited.
Food vendors must provide a temporary, off premises food permit as required by Orange County Health Dept.
ONLY Food & Children's Activity vendors must provide a Certificate of Liability Insurance.
Not for profit vendors are prohibited from selling food and/or beverages.
Only authorized RiverFest 2012 Raffle Tickets will be permitted to be sold at RiverFest.
Electrical outlets are not available. Plan to provide your own generator.

RiverFest Use Only:

Date Received \_\_\_\_\_ Space Number \_\_\_\_\_ Comments \_\_\_\_\_