TOWN OF OSSINING
The Volunteer Spirited Town
16 CROTON AVENUE
OSSINING, N.Y. 10562
PHONE: 914-762-6000 FAX: 914-762-0833

Earth Day / Stash The Trash 2011

April 30, 2011 – 11 am to 5 pm – Louis Engel Waterfront Park

Vendor Contract

Organization/Vendor Name: _____

Contact: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Business Phone: _____ Fax: _____

Cell/Emergency Phone: _____

Email Address: _____

Website: _____

Type of merchandise or service to be sold (please give brief description): _____

_____

_____

Exhibitor space is 10'x10'.

EXHIBITOR CATEGORIES	**COST**
Non-Profit Organizations	*FREE*
Food	*FREE*
Merchandise	*FREE*

We Will Need Electricity _____ Yes _____ No

***** PLEASE SIGN AND RETURN BOTH PAGES OF THIS CONTRACT *****

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Vendor Contract *(cont.)*

PETS:

- Vendors are NOT allowed to bring pets.

FOOD VENDORS:

- Have your Food Permit available in your booth. Please contact the Westchester Board of Health for a ***Temporary Permit*** at **www.westchestergov.com/health**

SALES TAX:

- Please bring your New York State Sales Tax permit and have it available during the event.

ELECTRICITY:

- Electricity is available on a limited basis. Please indicate on the contract if you need electricity.

Vendor Signature: _____

Print Vendor Name: _____

Phone: _____ Email: _____

Date: _____

Send the completed form to:
Town of Ossining
Catherine Borgia
16 Croton Avenue
Ossining, NY 10562

SEE YOU APRIL 30th – RAIN OR SHINE!!

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Rules and Regulations

VENDOR APPLICATION:

- Application entitles Vendor to a 10'x10' space at the event. **There is limited access to electricity.**
- The Town will supply tables. Vendors will supply all other needed equipment.
- You will be receiving a confirmation letter from the Town prior to the date.

SETUP:

- Booth setup may begin at 9:00am on Saturday, April 30, ending at 10:30am.
- It is your responsibility to securely anchor your booth (e.g., sandbags).

HOURS:

- The Event opens to the public at 11:00am on Saturday, April 30 and closes at 5:00pm.
- Vendors **MUST REMAIN** operational until 5:00pm.

RESTRICTED ITEMS:

The following items will **NOT** be allowed at **ANYTIME** during the Event. If we find these items being sold from any vendor booth, that vendor will be asked to leave immediately.

- Silly String.
- Toy or Water Guns.
- No live animals without consent from the Earth Day Event Committee.
- Firecrackers, poppers, or any other harmful fireworks.
- Any illegal items.

In addition to items listed above, the Earth Day Event Committee reserves the right to prevent a vendor from selling or distributing any item dangerous or inappropriate.