

Seventeenth Annual Huntington Tulip Festival – Booth Application/Agreement

11 a.m. – 4 p.m., Sunday, May 7, 2017

Organization: _____

Contact Person: _____ E-mail: _____

Phone: _____ Fax: _____ Cell # (at Festival): _____

Address: _____

Check Booth Type: **Activity Booth** (must present FREE "hands-on" activity, no sales permitted) **Refreshment Vendor***

Descriptive Title of Booth Activity: _____

Booth Activity Description: _____

Space/Rental Equipment Requested: (Payment required for mandatory refundable* Booth Deposit & optional rental of tables & chairs)

12' x 12' Standard booth space (does NOT include electrical service) N/C

Booth sign with booth activity title & organization name (from above info – kept by Festival for re-use) N/C

_____ 8' folding "banquet" tables @ \$12 (Tables must be left clean, dry, and free of tape after Festival) \$ _____

_____ Folding chairs @ \$3 \$ _____

Refundable* Booth Deposit (*refunded after Festival to all participating presenters or upon withdrawal before April 1st) \$ 25

Special Requests: _____

Total Payment Due: (payable to "HUNTINGTON CULTURAL AFFAIRS INSTITUTE," a non-profit affiliate) \$ _____

By submission of this document I hereby understand and agree to the following terms and conditions: On Festival Day, I or my representative must be at our booth location in Heckscher Park (2 Prime Ave., Huntington) no later than 9:45 AM; late arrival may result in loss of our booth space and/or rental equipment. Presenters arriving after 9:30 AM or leaving prior to 4:00 PM, will NOT be permitted to bring any vehicles into the Park interior. All presenters are responsible for the set-up and function of their booth as well as for breakdown and removal of their equipment and garbage at the end of the day. Rental equipment will be left in the condition in which it was received. Booth awnings are NOT provided, but are strongly recommended as protection against both sun & rain. No services or utilities will be provided to any presenter, unless confirmed upon return of this agreement.

I understand that all presenters are independent agents and must comply with all applicable laws and ordinances; refreshment vendors are required to collect sales tax. I shall and will hold harmless the Town of Huntington, all Festival volunteers, and their affiliates, from and against any and all claims, liabilities, demands, expenses, fees, penalties, suits, proceedings, actions, causes of action of any and every kind and nature arising from or out of, or in any connected way with presenter use, occupancy, or activities in or related to this event. Presenters will be personally liable to other presenters and members of the public for their own acts.

I understand and agree that neither the Town of Huntington, Festival volunteers, nor their affiliates will be held responsible for loss or damage to presenter's personal property caused for any reason, and I will not assert any such claim against them. Organizers of this Festival reserve the right to decline acceptance of any application, or to ask the presenter to leave the event if they have misrepresented information on this application, or the product or conduct is deemed inappropriate to this family-oriented event. The organizers of this event reserve the right at their sole discretion to cancel the event, in whole or in part, due to inclement weather.

***Refreshment vendors** must also meet insurance requirements, including providing a certificate of liability insurance in the amount of TWO MILLION DOLLARS (\$2,000,000 per person per occurrence for bodily injury & property damage) naming both the Town of Huntington & TOH Board of Trustees as additional insured by endorsement. Vendors agree to donate at least 20% of net sales proceeds to a non-profit community agency.

Signature of Authorized Representative

Printed Name

Date

Return to: Division of Cultural Affairs, Town of Huntington, 100 Main St., Huntington, NY 11743-6991

PHONE: 631-351-3099 • FAX: 631-351-3100 • E-MAIL: jcoraor@HuntingtonNY.gov

FOR OFFICE USE: Your booth application/agreement and equipment request has been: accepted & confirmed with changes as noted above

accepted & confirmed as you specified denied Confirmation: _____ Date: _____