

Fairport Canal Days

Fairport, NY
June 2 - 3, 2012

Food Vendor Application and Instructions



Sponsored by the
Fairport-Perinton Merchants Association Inc.
6 North Main St. Fairport, NY 14450
<http://www.fairportcanaldays.com>



Fairport Canal Days 2012

June 2 - 3, 2012

Sponsored by the Fairport-Perinton Merchants Association Inc.

Food Vendor Requirements

Festival Dates

Fairport Canal Days will be held June 2 - 3, 2012 rain or shine in the Village of Fairport. Show hours are 10 a.m. to 6 p.m. on Saturday and 10 a.m. to 5 p.m. on Sunday. All exhibit setup must be completed by 9 a.m. on Saturday and must be removed by 7 p.m. on Sunday. Main Street will be close to vehicular traffic at 9 a.m.

Spaces

All spaces are 12' x 20' located along the street or in parking lots. You may not sell or trade your space, in part or in whole, to another vendor. **Water is not available at any location. You are responsible for providing your own water.** You are responsible for ensuring a clean area around your designated space. If you generate grease or oil during your food preparation, all residues must be completely cleaned at the conclusion of the show.

Fees

A fee of \$850.00 for each 12' x 20' space must be submitted with your application. The fee is for Saturday and Sunday only. Make checks payable to **FPMA Inc.** **Applications received after March 1st, 2012 must include a \$50 late fee check.**

Health Department Certification

All food vendors must comply with the requirements established by the Monroe County Health Department. If your menu includes potentially hazardous food such as hamburgers, chicken or beef you must have at least one certified food worker at your site during all food preparation, cooking and service. If you serve non-hazardous food, you are not required to have a certified food worker. ***However, you must still obtain a permit to operate.*** Monroe County Health Department inspectors will be inspecting all food booths during Fairport Canal Days. If you have questions regarding food worker certification or Health Department requirements, contact Mary Bishoff at the Monroe County Health Department (585-274-6869).

Sales Tax

Each food vendor is responsible for collecting New York State and Monroe County sales tax (8.00%). A copy of your Certificate of Authority must be displayed in your booth. Failure to do so may result in your removal from the show. If you do not already have a Certificate of Authority, call the New York State Department of Taxation and Finance at 1-800-462-8100 from within New York State (*from out of state the number is (518) 438-1073*).

Application Process

Complete and return the application along with your \$850 check per space requested and an insurance certificate (see below). When completing the application, **be very specific about your electrical requirements.** If you need more space than the application provides, please attach an additional page.

New vendors or vendors who participated in Canal Days prior to 2002 must also submit a booth photograph. The application deadline is March 1, 2012. All applications must be postmarked on or before that date. Acceptance letters will be mailed on or before May 1, 2012. The acceptance letter will provide further instructions about parking, space assignments and set-up times. No refunds will be issued after May 1st.

Mail your completed application to Fairport Canal Days, Matt Laurence, 1 E. Church St., Fairport, NY 14450.

Insurance

A certificate of insurance showing General Liability (including product liability) in the amount of one million dollars must be included with your application. The Fairport-Perinton Merchants Association Inc. 6 N. Main St., Fairport, NY 14450 and the Village of Fairport, 31 South Main St. Fairport, NY 14450, must be listed as additional insured on your policy.

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Food Vendor Application

Please type or print legibly:

Your Name _____ Daytime Phone (____) _____

Business Name _____ Evening Phone (____) _____

Street Address _____ E-mail Address _____

City & State _____ Zip _____

NYS Tax ID# (Certificate of Authority):

Describe all products you wish to sell: _____

Electrical Requirements: Device Type Voltage Amperage Wattage

List any additional devices and requirements separately on back.

Number of Spaces Requested (\$850 per space): One Two

As a food vendor, I agree to the conditions and requirements of the show. I agree that the Village of Fairport, the Fairport-Perinton Merchants Association Inc. and individual merchants or individual volunteers will not be held responsible for any theft, loss of property or personal injury suffered during or as a result of participation in Fairport Canal Days.

Signature: _____ Date: _____

Applications must be postmarked no later than March 1, 2012. New vendors or vendors who participated in Canal Days prior to 2002 must also submit a booth photograph. Applicants will be notified of acceptance/non-acceptance by May 1, 2011. Include a check for \$850 for each 12' by 20' space requested. Make checks payable to FPMA Inc.

Mail your completed application, insurance certificate, photo (if required) and check to:

**Fairport Canal Days
Matt Laurence
1 E. Church St.
Fairport, NY 14450**

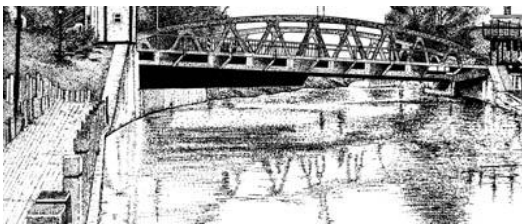
Fairport Canal Days Food Vendor Application
c/o Matt Laurence
1 E. Church St.
Fairport, NY 14450

<http://www.fairportcanaldays.com>
email: info@fairportcanaldays.com

Fairport Canal Days

2012

Food Application Enclosed



34th Annual Fairport Canal Days

June 4 - 5, 2011
Fairport, New York

Application Checklist

Have you enclosed your...

- Completed, signed application form?
- Your electrical needs?
- Check for \$850 application fee?
- Photo of booth if new vendor (or haven't participated in Fairport Canal Days since 2002 or prior)?
- Insurance certificate?
- Monroe County Health Form?