

# Fairport Canal Days 2017

June 3 - 4, 2017

*Sponsored by the Fairport-Perinton Merchants Association Inc.*

## KidZone Vendor Requirements

### **Festival Dates**

Fairport Canal Days will be held June 3 - 4, 2017 (rain or shine) in the Village of Fairport. Show hours are 10am - 6pm Saturday, and 10am - 5pm Sunday. Set up begins at 6:30 am Saturday. Main Street will be closed to vehicular traffic at 9am each day.

### **Spaces**

***KidZone Booth Space*** – Each exhibitor will be assigned a 10' wide by 10' deep booth space. Exhibitors must provide their own 10' x 10' tents, tables, chairs and weights. Please note—NO tents over 10' x 10' can be accommodated in single booth spaces. Weights are required on each leg of your tent. No stakes are allowed on any of the festival property. This is an outdoor show, so exhibitors must be prepared for any sort of weather (especially wind). Rain tarps, plastic sheeting, and extra weights should all be planned for in case of inclement weather. This is a rain or shine show, and participants are required to participate the full length of the festival hours. Leaving early due to bad weather is not acceptable unless approved by a Fairport Canal Days committee member.

***KidZone Large Children's Activity*** – Includes any activity/equipment that does not fit under a 10'x10' tent (ie. Bounce house, climbing wall, obstacle course, rides, etc.) Please include specific details regarding the equipment you will be bringing (electrical requirements, footprint, setup/teardown process, price each child will be charged if applicable, etc.). You will be assigned one space per piece of equipment.

### **Fees**

Fees are listed on page 2. Make checks payable to **FPMA Inc.**

### **Sales Tax**

Each 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, you can obtain one at <http://www.tax.ny.gov/bus/st/register.htm>

### **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.

### **Application Process**

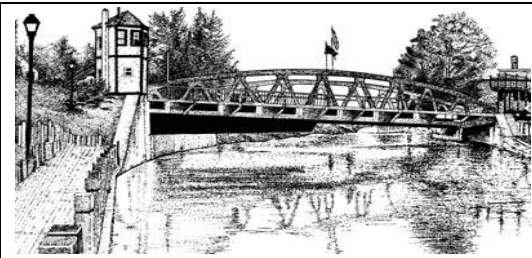
Complete and return the application along with space rental fee for the space(s) desired and an insurance certificate (see above). When completing the application, be very specific about your electrical requirements. *New vendors must also submit a booth photograph.* If you need more space than is available on the application, please attach an additional page.

***The application deadline is January 15, 2017. All applications must be postmarked on or before that date. Email or mail your completed application and payment to: [info@fairportcanaldays.com](mailto:info@fairportcanaldays.com) or Fairport Canal Days, P.O. Box 1257, Fairport, NY 14450.*** Acceptance notifications will be emailed on March 1, 2017. No refunds will be issued after April 1, 2017. If you have any questions about participation or this application please email us at [info@fairportcanaldays.com](mailto:info@fairportcanaldays.com) .

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## KidZone 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 your KidZone activity/equipment including price range: \_\_\_\_\_

### Large Children's Activities:

<u>Electrical Requirements:</u>	<u>Device Type</u>	<u>Voltage</u>	<u>Amperage</u>	<u>Wattage</u>
_____	_____	_____	_____	_____

### List any additional devices and requirements separately on back.

Number of KidZone Booth Spaces (10x10 ONLY) (\$260 per space): \_\_\_\_\_

Number of KidZone Large Children's Activity Spaces (\$360 per piece of equipment): \_\_\_\_\_

*As a KidZone 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 January 15, 2017. New vendors must also submit a booth/equipment photograph. Applicants will be notified of acceptance/non-acceptance by March 1, 2017. Include a check for the space rental fee for the space desired and make checks payable to FPMA Inc. An electronic invoice to pay online can also be requested via email.**

**Email or mail your completed application, insurance certificate, photo (if required) and check to:**

**info@fairportcanaldays.com**  
**Fairport Canal Days**  
**P.O. Box 1257**  
**Fairport, NY 14450**

## Application Checklist – All items must be included

<u>KidZone Booth Space</u>	<u>KidZone Large Children's Activity</u>
<ul style="list-style-type: none"><li><input type="checkbox"/> 5 photos with a description of each<ul style="list-style-type: none"><li>○ 3 photos of your work</li><li>○ 1 photo of you creating your art</li><li>○ 1 photo of your booth setup</li></ul></li><li><input type="checkbox"/> Complete, signed application form</li><li><input type="checkbox"/> A check for the booth fee.</li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> Electrical requirements</li><li><input type="checkbox"/> Photo of equipment you will be bringing</li><li><input type="checkbox"/> Footprint of equipment</li><li><input type="checkbox"/> Set-up/tear-down process</li><li><input type="checkbox"/> A check for the large children's activity space fee.</li></ul>

### Important Dates

Application Deadline	January 15 <sup>th</sup>
Acceptance Notification	March 1 <sup>st</sup>
No Refunds After	April 1 <sup>st</sup>
Space Assignment	May 2 <sup>nd</sup>
Setup Date	June 3 <sup>rd</sup>
Show Dates	June 3 <sup>rd</sup> & 4 <sup>th</sup>