



March, 2018

Dear Pearl River FOOD Business Owner:

The Chamber of Commerce will hold our annual Pearl River Day Festival on Saturday, October 6th, 2018. We are reaching out to all Pearl River based FOOD Vendors first. As you know this is a huge event for the town and great exposure for your business. In the past few years we have done our very best to avoid duplication on food items offered at Pearl River Day. Beverages and drinks do not apply to this rule.

This year we are reaching out to Pearl River based businesses first to give them first choice on food offerings. If you fill out the attached and submit by May 1st with your PAYMENT IN FULL we will not allow any OUTSIDE vendors to come in and offer the same types of food. You must fill out the application fully and submit it before May 1st to guarantee you can serve your items.

EVERY FOOD VENDOR MUST SUBMIT A FOOD VENDOR APPLICATION WITH YOUR MENU – NO EXCEPTIONS! You are responsible to contact the Health Department and fill out your permits with them. If you are in front of your establishment there should be NO FEE for the Health Department but they do ask you to fill out the paperwork. Contact Patti Heuvel with any questions.

The fee to be a food vendor is just \$75 for a PAID 2018 Chamber member. Dues for the Chamber is \$100 for 2018. If you have not already paid your 2018 dues, it must be submitted at the time of your food application as well.

If you have any questions, please email antoinette@pearlriverny.org. Include your e-mail or contact info in your form so you can be notified right away if someone has already selected that type of food. We will do our very best to be fair to everyone and accommodate all requests. All requests will be on a first come first serve basis. If your application and payment is not in by May 1st it will be opened to the general public and outside vendors.

We appreciate your cooperation and we understand that a May 1st deadline may seem a bit early, but there is a tremendous amount of work that is put into this event by only a handful of your fellow business owners. Please consider their efforts and try to give your utmost cooperation.

Forms can be dropped off at Luigi O'Grady's Deli & Catering at 106 N Middletown Rd or mailed to the PR COC at PO Box 829, Pearl River NY 10965.

Thank you,

Pearl River Day Committee



2018 FOOD VENDOR APPLICATION

PEARL RIVER DAY- Saturday, October 6th

11am to 6pm, Central Avenue

Vendor Name _____

Vendor Address _____

Phone _____ Email _____

****Menu Items – we do not allow duplication of menu items for food vendors. Your menu choices will be reviewed by the committee and you will be contacted if there are any duplications. This is on a first come first serve basis. Please list below ALL the items you plan on serving:**

Rates: Spaces accommodate a 10X10 canopy, multiple spaces are \$75 each additional

PAID 2018 PR COC Member \$75 Form and Payment Due 9/1

After 9/1 COC Members are \$125 (NO EXCEPTIONS)

Non-Member (accepted between 4/1 and 7/1) \$125

Non-Member (accepted between 7/2 and 9/15) \$175

Non-Member (accepted on or after 9/16) \$200

2018 Food Vendor License Agreement

Pearl River Day

Vendor will provide all tables, chairs, tablecloths, equipment and labor needed for their respective booth area. Food vendors are responsible to contact the Health Department of Rockland County at 845-364-2513 and obtain all permits necessary.

Electricity can be provided for a \$50 additional fee. If you do not pay the electric fee you will need to provide your own generator if you need electric – NO EXCEPTIONS.

Menu Approval: Your menu is subject to approval by the Pearl River Day Committee. Approval is on a first come, first serve basis. If you are in violation of this agreement you will be asked to dismantle your booth and leave the event. We will offer exclusivity on one or two items where we can. You can not submit a menu of twelve items and expect exclusivity.

Set-Up Time: Vendors can begin set-up between 8:00 and 10:00 am. Vehicles will not be allowed in the event area on Central Ave after 10:00 am. Vehicles left in the event area after 10:00 am will be ticketed and towed.

Breakdown Time: The event ends at 6:00 pm. Vendors may begin dismantling at the END of the event. Vendors will have until 7:15 pm to remove all vehicles and equipment from Central Avenue. After 7:15 pm vehicles will be ticketed and towed. EARLY BREAKDOWN IS UNACCEPTABLE AND DETRIMENTAL TO THE EVENT.

Rules & Disclaimers:

Vendors will not deface public or private property in any way at the event.

The PR COC has sole discretion on assignment of booth space.

Vendors will abide by all federal, state and local laws and regulations or they will be removed from the event.

Any vendor selling counterfeit merchandise will be removed from the event.

Any vendor and all equipment and property is the responsibility of the vendor. The PR COC and its volunteers shall not be responsible for any loss or damage to property or equipment for any cause whatsoever. It is expressly understood that the vendor assumes all risk of loss and damage to their equipment and property and that the PR COC and its volunteers are under no duty or obligation to guard such property at any time.

The vendor shall indemnify, save and hold harmless the PR COC and its volunteers from and against all losses, claims, demands, damages, payments, suits, actions, costs & expenses, including but not limited to court costs and reasonable attorney fees, recoveries and judgments of very nature and description incurred by or brought or recoverable against the PR COC and its volunteers while exhibiting or attending the event or in any consequence of any negligence or carelessness in regarding the same.

I agree to the above listed terms and conditions

Signature_____

Make all checks payable to the Pearl River Chamber of Commerce and mail to: Po Box 829, Pearl River NY 10965

Email: antoinette@pearlriverny.org