



20th ANNUAL TASTE OF NEW PALTZ

September 12, 2010

GENERAL EXPO INFORMATION

Craft Expo

Date: **Sunday, September 12, 2010**

Time: **11:00 a.m. to 5:00 p.m.**

Location: Ulster County Fairgrounds, Libertyville Road, New Paltz, NY

Anticipated audience: 9,000 visitors from the surrounding region and Tri-State area

General Guidelines

- Applications to TASTE OF NEW PALTZ must be complete (completed application form and full payment of booth fee) in order to be accepted and guarantee a space at the event. Booth spaces are filled on a first-come, first-served basis. Once all booth spaces in a given section are filled, we will create a wait-list from any additional applications received to fill any vacancies in that section; wait-listed vendors will be accepted in the order in which their completed application was received. Booth fee payments are non-refundable; however, we will not process any booth fee payments from wait-listed vendors until they are accepted into TASTE OF NEW PALTZ.
- Set-up time for your booth begins at **7:30 a.m.** and must be completed no later than **9:30 a.m.**
- Bring your vehicle to the handicapped gate (North side of the fairgrounds) to check in. Please notify the Chamber in advance if someone else will be driving your vehicle or setting up your booth for you.
- Your vehicle must be moved immediately after unloading your materials.
- Refer to the information sheet (next page) for your section of TASTE OF NEW PALTZ to confirm what items, if any, are provided and what items you will need to bring with you.
- It is your responsibility to leave the area as clean as you found it.
- No food is to be sold or given away in the Craft Expo section.
- You may not “sublet” to or share your booth space with another vendor without prior permission from the Chamber.
- You may **not** solicit donations or funds for organizations or charities in their booths.
- You **MAY NOT** break down your booth before 5 p.m. unless asked to do so by the Chamber.

Please make your check payable to:

NEW PALTZ REGIONAL CHAMBER OF COMMERCE

257 Main Street

New Paltz, NY 12561

New Paltz Regional Chamber of Commerce
257 Main Street
New Paltz, NY 12561
845-255-0243
fax 845-255-5189
info@newpaltzchamber.org
www.newpaltzchamber.org





Craft Expo 2010 Information Sheet

Keep this information for your records.

The Craft Expo features three-dimensional craft items for sale, including ceramics, fiber, jewelry, metal, wood, leather, paper, and glass. **No food products may be sold; no food samples may be offered.** There are a limited number of jewelry booths available; craft exhibitors working in other media who plan to exhibit jewelry items **MUST** indicate that on their application forms.

Provided:

- The perimeter of your booth will be indicated on the ground.
- Electricity is not available for booths in the Craft Expo area.
- Each exhibitor/booth will receive two (2) wristbands for admittance to the TASTE OF NEW PALTZ grounds; any additional staff for the booth must pay the admission fee (\$3 advance; \$5 on-site) to enter.

Craft Expo Exhibitor Obligations:

- You are responsible for bringing your own tent(s), table(s), chair(s), etc.
- Your booth may not exceed the amount of space for which you contracted. All booth furnishings, equipment, literature, etc. must fit within the confines of your booth space.
- You must monitor your own space or make your own arrangements for alternating with a co-exhibitor, should you need to leave for a restroom or meal break.
- It is your responsibility to leave the area as clean as you found it.
- No food is to be sold or given away in the Craft Expo area.
- Vendors **MAY NOT** break down their booth before 5 p.m. unless asked to do so by the Chamber. Vehicles will not be permitted back on the fairgrounds until after 5 p.m.

Craft Expo Chairpersons: Barbara & Gene Wyman

Phone: 845-255-6655

E-mail: bwyman@hvc.rr.com

New Paltz Regional Chamber of Commerce
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New Paltz, NY 12561
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Craft Expo 2010 Application & Agreement

Business Name _____

Contact Name (print) _____

Address _____

Telephone _____ Fax _____

E-mail address _____

Description of **all** work to be exhibited and sold: _____

Booth Fees:

	Member	Non-Member
10'x10' Booth	___ \$ 85	___ \$100

**All booth fees are non-refundable.*

___ I would like ___ booth(s) in the Craft Expo section.

I have read, understand and agree to abide by the Vendor Obligations as set forth on the Guidelines and Information. I understand this Agreement and the application fee must be returned to the New Paltz Regional Chamber of Commerce in order to participate in the 2010 Taste of New Paltz. I further understand and agree that if I do not fulfill the requirements agreed to, I may be asked to leave the site of the 2010 Taste of New Paltz.

_____ Vendor _____ Date

PLEASE RETURN WITH FULL PAYMENT TO:
The New Paltz Regional Chamber of Commerce

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 257 Main Street
 New Paltz, NY 12561
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Date rec'd: _____
 Method: _____
 Amount: _____