



20th ANNUAL TASTE OF NEW PALTZ

September 12, 2010

Wine Vendors

General Information

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

Wineries are given booth space under one tent. Spaces are filled with vendors who submit completed applications and full payment, in the order in which they are received. When all spaces are full, additional vendor applicants will be placed on a waiting list; the Chamber will draw from the wait list should any contracted vendors be unable to participate.

Summary of Wineries Booth Activity: Wineries serve samples of wine to customers in "Taste" quantities. Customers purchase the wine "tastes" from Vendors using two (2) tickets (worth \$1 each) for up to 4 "tastes." At the end of the event, Vendor counts the tickets and returns them to Chamber. Chamber confirms the ticket count after the event and then sends Vendor a check for an amount equal to \$0.75 for each food ticket. Chamber retains the \$0.25/ticket difference. Checks will be mailed to the vendors no later than October 12, 2010.

Provided:

1. A 30' x 45' tent for vendors to serve wine.
2. One 8-foot table with linen per vendor.
3. Access to potable water and waste disposal facilities (no grease disposal available).
4. Free entry wristbands for the approved number of staff working for the Vendor at the event (number of staff must be provided to the Chamber by August 27, 2010).
5. Department of Health Temporary Permit application, to be completed by the Vendor and filed by the Chamber on behalf of the vendor. (No payment necessary; your permit fee is included in your booth fee.)

Food & Farm Markets Chairperson:

Kathy Combs — phone (845) 255-3636; e-mail katsycombs@yahoo.com

Michelle Chapin — e-mail chapinm@newpaltz.edu

Please make your check payable to:
NEW PALTZ REGIONAL CHAMBER OF COMMERCE

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





Wine Vendors Information Sheet

Keep this information for your records.

Wine Vendor Obligations:

1. Vendor will provide the Chamber with a list of the exact number of staff working for the Vendor at the event and to ensure that staff receive free entry wristbands. (Any staff arriving without a wristband will have to pay admission to enter the fairgrounds.) The vendor's wristband request must be received at the New Paltz Regional Chamber of Commerce office no later than August 27, 2010.
2. Vendor will provide the Chamber with a list of electrical power needs and to ensure that only 110-volt equipment will be used. The list must be received at the New Paltz Regional Chamber of Commerce office by no later than August 27, 2010.
3. Vendor will comply with all applicable New York State Health Department requirements for a Temporary Food Service Operation. The Chamber will file the applications on behalf of the vendors (Health Permit fee is included in the booth fee).
4. All food, supplies and equipment must be delivered to the assigned booth space by **9:30 a.m.**
5. All vehicles not holding product must be moved off-site **by 9:30 a.m.**
6. All Vendors must be prepared to serve tastes to customers by 12 Noon (no wine may be served to customers prior to 12 Noon, per New York State liquor laws).
7. Vendor may use only the space and tables assigned to the Vendor; Vendor must bring additional tables and linens or rent additional tables and linens if more than three will be used.
8. Vendor will provide wine and maintain the booth until 5:00 p.m. No Vendor may break down and leave early unless asked to do so by the Chamber.
9. Vendor will ensure all garbage is bagged and placed at designated waste disposal bins; will dispose of wastewater at designated wastewater disposal locations; will remove and dispose of oil and grease off-site at an approved location; will place all recyclables at designated recycling bins. Any fines arising out of improper disposal practices will be the responsibility of the Vendor and must be paid in a timely manner.
10. Vendor agrees to keep the area in and around the booth clean during the day and to clean up the booth area at the end of the day; failure to do so will result in a \$100 fine to the Chamber, in addition to any disposal fines assessed by the Ulster County Fairgrounds. The Chamber will inspect each food booth area for cleanliness at the end of the event, and Vendor must pass inspection before departing.
11. Vendor will count the number of tickets collected, write the number counted on the ticket box and return the tickets in the box to the Chamber before departing the fairgrounds. Vendor understands and agrees that the Chamber will re-count all tickets prior to issuing payment, no later than October 12, 2010.
12. Vendors may not "sublet" or share their booth space to another vendor without prior permission from the Chamber.
13. Vendors may not solicit donations or funds for organizations or charities in their booths.
14. Glass is prohibited for customer use on the fairgrounds.

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Wine Vendors 2010 Application & Agreement, Part 1

Business Name _____

Contact Name (print) _____

Address _____

Telephone _____ Fax _____

E-mail address _____

Booth Fees (includes Health Permit):

Member
\$270.00 (includes health permit)

Non-Member
\$370.00 (includes health permit)

**All booth fees are non-refundable.*

OVER ⇨

_____ I would like _____ additional table(s) @ \$10/table TOTAL = \$ _____

_____ I would like _____ additional linens @ \$12 per TOTAL = \$ _____

I have read, understand and agree to abide by the Vendor Obligations, as set forth on the Guidelines and Information page, as well as those items on the Wine Vendor Agreement (Parts 1 & 2). 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
257 Main Street, New Paltz, NY 12561
845-255-0243.



For office use only

Date rec'd: _____ Cert of Ins. _____

Method: _____

Amount: _____

2010 Corporate Partners: Central Hudson Gas and Electric Corp. (Leading); Brinckerhoff & Neuville Insurance Group (Associate); Health Quest; Hudson Valley Federal Credit Union; KIC Chemicals, Inc.; Ulster Savings; Vanacore, DeBenedictus, DiGiovanni and Weddell LLP, CPAs (Supporting)



Wine Vendors 2010 Application & Agreement, Part 2

Wine Vendor Agreement:

Please **initial each of the following and sign below** to indicate your understanding of the following terms and your agreement to abide by them:

_____ I agree to provide the Chamber with a Certificate of Insurance for \$1,000,000, naming the **New Paltz Regional Chamber of Commerce, County of Ulster, and the Ulster County Agricultural Society** as additional insureds for the event of "Taste of New Paltz," being held on **September 12, 2010** at the Ulster County Fairgrounds on Libertyville Road, New Paltz. The Certificate of Insurance must be received at the New Paltz Regional Chamber of Commerce office by August 27, 2010.

_____ I agree to provide sample "tastes" of wine at **\$2.00 for 4 tastes**.

_____ I agree that I will bring **no more than four (4) varieties of wine** to sample at the event.

_____ I agree that my staff and I will not provide any tastes of wine to any person under the age of 21 years of age, nor will I provide tastes to anyone who is visibly intoxicated. I understand and agree that failure to comply with this regulation will result in the immediate closure of my booth, and that I will be asked to leave the premises immediately.

_____ **I agree that my staff and I will neither sell nor open any bottles of wine to customers for consumption while on the premises.** I understand that I may sell and open a bottle for customers to consume at the event, **PROVIDED the bottle is either held by me at the booth or the contents are dispensed into cups completely.** At no time can a customer be in possession of an open bottle of my wine at the event, even when departing the premises. Failure to comply with this regulation will result in the immediate closure of my booth, and I will be asked to leave the premises immediately.

_____ **I agree that I will notify customers that they may purchase unopened bottles of wine, but may not open or consume the contents while on any fairground property, including the fairgrounds parking lot, except under the conditions described in the item above.** Customers who purchase unopened bottles from my booth should be encouraged to leave the bottles at my booth until they are ready to depart from the event. Failure to comply with this regulation will result in the immediate closure of my booth, and I will be asked to leave the premises immediately.

_____ I understand and agree that **I will not give any customers an open bottle of wine**, nor will I provide customers with any implements with which to open bottles on-site.

Vendor signature

Date

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