



# GREAT SOUTH BAY MUSIC FESTIVAL, LLC

## NON-PROFIT VENDOR

### INFORMATION/APPLICATION

(Keep this page)

**DATE:** July 19, 20 & 21, 2019 - Friday, Saturday, Sunday

**PLACE:** Shorefront Park, Patchogue, NY (Located on the Water Front)

**REGISTRATION FEE:** No Registration Fee  
\$25 Village of Patchogue Permit Fee

Non-Profits to Follow "Market Vendor" information regarding set up, times, etc.

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## GENERAL INFORMATION

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- Booth Size:** Booth space is limited to the size that vendor reserves. This includes all wires, stakes, poles, etc. to stay within the agreed space. Under no circumstance shall any vendor take up additional space than the size they have paid for. If any additional space is taken, you will be charged during the festival at the rate of \$50.00 per foot.
- Load In Location:** Ryder Ave & Smith Street.
- Electricity:** Electricity is included in the vendor fee. Electricity provided is 10amps, which is sufficient for basic lighting. If additional power is needed, vendor will be charged accordingly.
- Fees:** The "vendor" booth fees are listed on the respective vendor registration forms (ie; Food Vendor, Market Vendor, Corporate Vendor etc.) Craft Market Fees are for the full **three days**.  
  
VIP Main Stage Vendor and 'select' Corporate Vendors will set up for all **four days**.  
  
The Incorporated Village of Patchogue requires all Music Festival vendors to obtain a permit from the Office of the Village Clerk. The fee is \$25 and must be included in total payment for your booth. Once we receive, we will send directly to PV.
- Cancellation:** Vendors must give GSBMF **no less** than *four weeks*' notice prior to load in date, of intent to cancel their participation or booth fee will be forfeited.
- Check in/Load in:** *Market Vendors* must arrive on **Thursday** between 8:00AM - 1:00PM. *Corporate Vendors*, please contact for set up details. *VIP Main Stage Vendors* must arrive on **Wednesday** between 8:00AM – 4:00PM.  
  
Set up is outdoors on grass/sand, located on the waterfront. The festival is rain or shine. This is an outdoor event; be prepared for any type of weather. Tents, canopies and pop -ups must be secured to withstand strong winds.

You will be allowed to drive your vehicle in the vicinity of the booth area, in some cases, right up to your booth. If you do not set up in the allotted set up times stated above, you may have to walk your tent/merch to your plot as the village will clear the field and block off the roads. Vehicles must be moved to the required parking area immediately following load in.

**Security:** The GSBMF will provide 24-hour security, though booths and its merchandise are the sole responsibility of the vendor owner. You must lock up all of your merchandise at night as the GSBMF will not be responsible.

**Passes:** All vendors will receive **two** vehicle passes (no more), and **two** wristbands for staff, per 10x10 booth space, per day. Additional Staff wristbands can be purchased for \$25 at check-in. Cash only. Parking directions will be given out at check in.

**Hours of Operation:** Doors are 3 PM on Thursday & Friday (note: vendor market is closed on Thursday, only Main Stage & select corporate vendors will be open). Saturday doors are 1PM. Sunday doors are 11 AM for the children's show with main doors immediately following at 130 PM.

**Other:** Bring all of your own display materials: lawn or festival style chairs, tables, refuse cans, lights, extension cords, etc. Vendors are responsible for constructing, furnishing, lighting, maintaining, and removing your own booth materials and especially trash.

Booth acceptance is based on the understanding that you will only sell the merchandise that you have listed on your application. Under no circumstances will any vendor be allowed to sell merchandise that refers to, or imprints "The Great South Bay Music Festival".

No CD's are permitted for sale unless approved in writing by GSBMF

**Insurance:** Vendors must provide certificate of insurance, naming GSBMF and the Village of Patchogue as additional insureds. Insurance requirements: Workers compensation: Statutory Limits, Employer Liability: \$1,000,000, Owned/hired/ or non-owned Auto Liability: \$1,000,000, Commercial General Liability: \$1,000,000 each occurrence, \$2,000,000 General Aggregate and \$2,000,000 Products, Completed Operations for bodily injury, property damage and personal injury.

**Ice:** Will be available for purchase.

**Pets:** Unfortunately, no pets will be allowed on the festival site except those participating in the show. NO EXCEPTIONS!

**Hotels:** Hotels just 15 minutes away for all artists, employees, and vendors participating in the festival. Please contact Jamie Faith (Off: 631-331-0808 to coordinate)





# GREAT SOUTH BAY MUSIC FESTIVAL, LLC

## NON-PROFIT APPLICATION

July 19 – 21, 2019

(Return this page)

Name: \_\_\_\_\_

Booth/Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_ Sales Tax or Resale #: \_\_\_\_\_

Website/Facebook: \_\_\_\_\_

Description of Organization, Cause, And Use For Booth:

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- Non-Profit Vendors are required to obtain the \$25 Village of Patchogue Permit Fee
- Please attach to your application confirmation of 501 (c) (3) status.
- GSBMF LLC provides a booth space at no fee for Non-Profit Vendors.
- Your organization to provide tent, chairs, tables, display materials, etc.
- Select non-profits will be placed under our "Storyville Tent" – in that instance you will be notified by the week of the event. Please plan to set up your 10x10 tent otherwise.

\$ \_\_\_\_\_ \$25 \_\_\_\_\_ Total Payment Included

Include your check for the full amount or your application will be refused. You will be notified of approval within 2 weeks. In the event of refusal, all monies will be returned.

I agree to all terms and conditions set forth by the GSBMF, and I release the Great South Bay Music Festival, LLC and the Village of Patchogue, from all liability and responsibility for any loss, theft, damage, or bodily injury, before, during or after the festival. GSBMF LLC reserves the right to refuse any application and will fully refund all monies paid in the event of refusal.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

**VILLAGE OF PATCHOGUE**  
**VENDOR PERMIT APPLICATION**  
**Great South Bay Music Festival**  
**Friday, July 19, 2019 – Sunday, July 21, 2019**

Dear Vendor:

The Incorporated Village of Patchogue requires **ALL** Music Festival vendors to obtain a permit from the Office of the Village Clerk. Please complete the application below and return with a \$25.00 check if you are an arts or craft vendor or a \$50.00 check if you are a food, beverage or unclassified vendor, made payable to the Village of Patchogue and sent in with application or mailed to:

Patricia M. Seal, Village Clerk  
Incorporated Village of Patchogue  
14 Baker Street P.O. Box 719  
Patchogue, New York 11772

Name of Business: \_\_\_\_\_

Business Address: \_\_\_\_\_

\_\_\_\_\_

Phone #: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Type of Business: Food/Beverage\_\_\_\_\_

Non-Food/Beverage\_\_\_\_\_

**PLEASE NOTE THAT ALL VENDOR PERMITS MUST BE PURCHASED NO LATER THAN MONDAY, JULY 15, 2019. YOU WILL NOT BE PERMITTED TO SET-UP IF YOU DO NOT HAVE A VALID PERMIT.**