



GREAT SOUTH BAY MUSIC FESTIVAL, LLC

CRAFT MARKET VENDOR

INFORMATION/APPLICATION

(Keep this page)

DATE: July 17, 18 & 19, 2019 - Friday, Saturday, Sunday
PLACE: Shorefront Park, Patchogue, NY (Located on the Water Front)

REGISTRATION FEE: 10' X 10' area: **\$525.00** for three (3) days – Includes basic electricity*
10' X 20' area: **\$825.00** for three (3) days – Includes basic electricity*
+ \$25.00 for Village of Patchogue Permit Fee

GENERAL INFORMATION

General: Great South Bay Music Festival runs Thursday through Sunday.
The Craft Market Vendors are closed on Thursday.
Main Stage & Sponsor Corporate Vendors are open Thursday through Sunday.

Village of Patchogue: Attach a separate check for the Village of Patchogue. Patchogue Village requires that ALL participating Vendors must fill out a "Vendor Permit Application" along with their fee of \$25. Please have permit from the Village of Patchogue on hand at the festival. The Village will be doing permit checks – failure to provide permit will result in closure of your booth.

Booth Size: Booth space is limited to the size that vendor reserves – 10x10 or 10x20.
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.

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, Craft Market Vendor, Sponsor/Base Corporate Vendor etc.)

Craft Market Fees/Base Corporate are for **three days**.
Main Stage Vendor and 'Sponsor' 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.

Load In Location: Ryder Ave & Smith Street.

Check in/Load in: **Craft Market/Base Corporate Vendors** must arrive on **Thursday** between 8:00AM - 1:00PM.

Main Stage/Sponsor Corporate 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.

Please limit to one vehicle on the field for load in as all surrounding vendors will be unloading as well. The Village of Patchogue will close the roads each morning (time will be released). Please adhere to load in times.

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.

Parking Passes: All vendors will receive a maximum of **two** vehicle parking passes. Vendor Parking is located on Bay Avenue.

Vendor Wristbands: **TWO** wristbands for staff, per 10x10 booth space, per day will be given. (4 for Corporate booths). Each day vendors must check in to obtain their wristbands for that day. Employees changing shifts may do so at the Vendor Check In tent at no additional cost. Vendor Wristbands allow access in & out of the festival throughout each day.

Additional Staff wristbands can be purchased for \$25 at check-in. **Cash only.**

Hours of Operation: Doors are 3 PM on Thursday & Friday. Saturday doors are 1PM. Sunday doors are 11 AM for the children's show with main doors immediately following at 130 PM. *Times Subject to change*

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

Breakdown: Please remain open until the end of the evening each night. Final breakdown is Sunday night AFTER curfew – drive-on will be available once festival is completely over and all patrons have exited the venue. Security will remain on site through Monday morning.

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 on site at Food Court Beer Ticket Sales

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

Hotels: Hotels nearby 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
CRAFT MARKET VENDOR APPLICATION
Friday July 17 – Sunday 19, 2020

Contact Name: _____

Booth/Company Name: _____

Address: _____

City, State, Zip: _____

Phone: (_____) _____ Fax: (_____) _____

Email: _____ Sales Tax or Resale #: _____

Website/Facebook: _____

Include a description of all items you wish to sell: (Attach extra sheet if necessary, slides, promotional materials, etc.) :

Booth location requests: (Please note: we will do our best to accommodate requests, but they **cannot** be guaranteed)

Check the Following:

- _____ 10'x10' Booth: \$525.00 + \$25.00 Village of Patchogue Permit Fee = **\$550**
- _____ 10'X20' Booth: \$825.00 + \$25.00 Village of Patchogue Permit Fee = **\$850**
- _____ Program Spot Light Listing: additional **\$50.00**

\$ _____ 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: _____

Make check payable to:
GSBMF, LLC

Mail to:
GSBMF, LLC
P. O. BOX 346
PORT JEFFERSON, NY 11777



VILLAGE OF PATCHOGUE
VENDOR PERMIT APPLICATION
Great South Bay Music Festival
Friday, July 17, 2020 – Sunday, July 19, 2020

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 a craft/corporate vendor or a \$50.00 check if you are a food, beverage or unclassified vendor.

Please make check payable to *the Village of Patchogue* and send in with festival application.

Booth Name: _____

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 1st, 2020.**

YOU WILL NOT BE PERMITTED TO RUN YOUR BOOTH IF YOU DO NOT HAVE A VALID PERMIT.