

LAKE GROVE VILLAGE SUMMERFEST 2022

Incorporated Village of Lake Grove

980 Hawkins Ave, Lake Grove, NY 11755 | 631-585-2000

August 21, 2022 | 11:00am – 8:00 pm

Arts & Crafts, Food and Community Vendors

Please PRINT or TYPE the following:

Organization/Vendor: _____

Primary Contact: _____

Address: _____ City/State/Zip: _____

Telephone/Cell: _____ Email: _____

What type of business do you have: _____

Please Check One:

VENDOR

MUSIC SPONSOR

DONATION

VENDORS:	BOOTH SPACE:	COST:
ARTS & CRAFTS and COMMUNITY VENDORS	10 ft X 10 ft	\$ 75.00
	10 ft X 20 ft	\$140.00
	10 ft X 30 ft	\$200.00
FOOD TRUCKS:		\$250.00

Payments may be made by check, cash or money order payable to the Village of Lake Grove. All Payments are NON-REFUNDABLE.

GENERAL RULES AND ACCEPTANCE OF RULES:

I have read the show rules as described in the attached Lake Grove Village SummerFest 2022 General Information page and I agree to abide by said rules and payment schedules. I, the applicant, do expressly release the Incorporated Village of Lake Grove and all employees, elected officials and subcontractors from any and all liability for any damage, injury or loss to any person or goods which may arise from participating in the event. If this application is accepted, I give permission to use my name, images taken at the show of me or my items for advertising and publicity purposes. My signature indicates that this application is made in good faith and I am ready, willing, and able to participate in the event. I understand that written notice into the event implies a contract with all duties and obligations incumbent therein.

Applicant signature: _____ Date: _____

LAKE GROVE VILLAGE SUMMERFEST 2021

Arts & Craft, Community and Food Vendor General Information

Liability & Insurance

The Village of Lake Grove assumes no responsibility for damage, theft, or display. Exhibitor shall indemnify, defend, and hold harmless the Village of Lake Grove from all suits, claims, injury, or damage or losses of any nature.

Dates & Hours

All Street and Food Vendors must be ready to go at 11:00 am, set up can begin as early as 8:00 am. Our event will go to 8:00 pm, Vendors can begin breaking down at 6:00 pm however there can be no vehicles on the street until 8:00 pm. All exhibits must be manned during SummerFest hours.

Payment

Payment will be accepted by check, money order or cash. If paying by check please make it payable to the Village of Lake Grove

Rain Date/Cancellation

The Village of Lake Grove SummerFest is a rain or shine event. There is no guaranteed rain-date and vendor fees are non – refundable. If the Event is cancelled for COVID, Vendor Fees will be refunded.

QUESTIONS:

Contact Lake Grove Village Hall: 631-585-2000

Contact Event Coordinator: Richard Kick, Trustee,
Cell: 631-873-0961
richk@lakegroveny.gov

Assignment & Set Up

Booth assignments will be made on the morning of the event with priority given in the order of receiving your payment. Booth areas must be kept clean of trash. At the conclusion of the festival the exhibit area must be left free of rubbish, packing, and display materials, etc.

Parking

Parking is located behind Village Hall, please enter our complex from South of Hawkins Ave. A hand truck is strongly recommended for booth setup and breakdown.

Sales Tax Permit

Exhibitors must have a valid New York State sales tax permit and accept responsibility for remittance of all New York sales tax.

Electrical

Electric is not provided. If exhibitor requires a power supply, please notify show management. Exhibitors may not run additional wires to any other booths or outlets or connect to the Village's general power supply system.

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FOOD VENDOR REQUIREMENTS:

Commercial General Liability (Food Vendors Only)

Coverage and Limits	Occurrence – 1988 ISO or equivalent	
	General Aggregate	\$2,000,000
	Products & Complete Operations	\$2,000,000
	Personal & Advertising Injury	\$1,000,000
	Per Occurrence Limit	\$1,000,000
	Fire Damage	\$50,000
	Medical Expense	\$5,000

FOOD VENDORS must attach **Certificate of Liability Insurance with the following listed on it:**

- Certificate Holder must be the **Incorporated Village of Lake Grove | 980 Hawkins Ave, Lake Grove NY 11755**
- Additionally insured: **Incorporated Village of Lake Grove including all elected officials and appointed officials, employees, and volunteers**
- Event Date: August 21, 2022

VENDORS TEMPORARY FOOD SERVICE APPLICATION and PERMIT

REQUIRED: Please obtain a Vendors Temporary Food Service Application and Permit from:

Suffolk County Department of Health Services Bureau of Public Health Protection

360 Yaphank Avenue, Suite 2A

Yaphank NY 11980

(631) 852-5999 / 852-5873

FAX (631) 852-5871

EMAIL: HealthPHP@suffolkcountyny.gov