



**CHAMBER OF COMMERCE  
of the NYACKS, Inc.**

**Woodwill Corporation**  
PO Box 5186, Hauppauge, NY 11788  
631-234-4183 [www.woodwill.com](http://www.woodwill.com)

February 3, 2010

Dear Festival Exhibitor,

Apply now for Springfest on April 18 to ensure a good booth site and avoid a late fee (applications postmarked after March 19 will be charged a \$50 late fee). You don't want to miss this festival since Nyack Chamber of Commerce festivals generally attract up to 25,000 people.

Nyack Chamber of Commerce street festivals are known far and wide for their combination of merchandise for all tastes and pocketbooks. Arts, crafts, food, music, entertainment and special goings-on happen throughout the day, all within the context of the wonderful village of Nyack. With its own attractions of great shops and restaurant in a charming Victorian setting, Nyack is an ideal place for a festival.

Main Street and Broadway are closed to traffic making it a pedestrian paradise. Visitors stroll throughout the village's downtown and street festival booths and make a day of it by spending time in Nyack's Memorial Park by the mighty Hudson River.

This year, the Nyack Chamber is pleased to announce that Woodwill Corporation will be managing our street festivals. Julianne Williams and her team of experienced professionals will make the events even more successful.

Besides Springfest on April 18, we also have Septemberfest on September 12, so sign up for both festivals if you desire.

Hope you can join us for at least one of our festivals in 2010.

Cordially,

A handwritten signature in black ink, appearing to be 'CP' or similar initials.

**Carlo Pellegrini**  
President, Nyack Chamber

PS The deadline for your SpringFest application is March 19, so apply now to ensure a good site and avoid the \$50 late application fee.



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**2010 STREET FESTIVAL OPPORTUNITY**

SpringFest 2010 will be held on Sunday, April 18, 2010 from 10am until 5pm, rain or shine. SeptemberFest 2010 will be held on Sunday, September 12, 2010 from 10am until 5pm, rain or shine.

Main Street (between Franklin and Broadway) and Broadway (From Main Street south to Cedar Hill Avenue) are closed to all but pedestrian traffic for the day.

As in past years, we anticipate attendance of up to 25,000 for our Festival. The visiting public pays no admission charge. Our Festival feature live music, street performers and children's entertainment, a variety of ethnic foods and day-long fun for people of all ages.

You, the visiting artists, exhibitors and craftspeople are invited to show and sell quality handicrafts at Nyack's Festivals. You'll join a large, respected community of resident shops and galleries in making Main Street and South Broadway a huge, bustling, one day open air art and handicraft festival.

Nyack's restaurants and visiting food vendors provide tempting choices for snacking, lunching and picnicking, making it possible for families to spend the entire day at the festival.

The Chamber of Commerce promotes its Festivals by way of posters, handbills, advertising and/or our website, [www.nyackchamber.com](http://www.nyackchamber.com)

**FEES ARE AS FOLLOWS:**

- **Art/Crafts** - \$185 per 10 x 10 ft space; includes artists, craftspeople, collectibles, clothing and other retail items.
- **Chamber Members** - Businesses/Non-Profits \$75
- **Non-Profits** - Rockland County Based - \$100\*
- **Walk-up**, day of show - \$250, cash only.
- **\$50 Late Fee** - applications postmarked after deadline (SpringFest March 19, SeptemberFest August 13 )
- **\$35 Returned Check Fee.**

**PAYMENT INFORMATION:**

- Payable by check, money order or credit card (VISA or MasterCard only).
  - Day of show - cash only.
1. **Please make all checks or money orders payable to the Woodwill Corp.**
  2. **Applications will not be processed without payment.**
  3. **Post-dated checks will not be accepted.**
  4. **Late fees will apply to Chamber members.**

- **Complete both sides of colored application/contract**
- **Applications postmarked after deadline dates are subject to \$50 late fee - no exceptions.**

**\*YOUR APPLICATION WILL NOT BE ACCEPTED WITHOUT A COPY OF YOUR CERTIFICATION AS A NOT FOR PROFIT CORPORATION AND PROOF OF TAX EXEMPT STATUS PURSUANT TO INTERNAL REVENUE CODE.**

**PLEASE SEE REVERSE SIDE FOR FESTIVAL RULES**

## FESTIVALS RULES - PLEASE READ CAREFULLY

### FOOD VENDORS / RESTAURANTS

- Food vendors are responsible for obtaining the appropriate permits from the Rockland County Department of Health. This applies to retail Food Vendors who wish to distribute samples to the public as well. Call the Department of Health at (845) 364-2600 for information and applications. Copies of all permits must be filed with the Chamber of Commerce/Woodwill Corp. no later than 10 (ten) days prior to the festival.
- Alcoholic beverages may not be served without SLA Special Events Permit. Call (518) 474-3114 for information.
- Food vendors must submit a copy of their menu and photograph of their booth/display, in order that we may avoid duplication of items offered. Photos cannot be returned.
- Noisy or noxious generators will not be tolerated; at the discretion of show management they will be turned off.

### ALL PARTICIPANTS

- A copy of your 2010 NY State Sales Tax Certificate must accompany the Exhibitor Application if you are conducting sales at this event. Call the NY State Department of Taxation and Finance at 800-972-1233, and ask for form DTF-17. Please be advised that it may take 30 days or longer to obtain your certificate.
- Exhibitors must submit 1 photograph of product being sold and 1 photo of their booth/display. Photos cannot be returned.
- Exhibitors provide their own display, chairs, tables, etc. Oversized displays (over 8 feet tall) will not be permitted to set up in front of Nyack shops, which are open for business.
- Electrical and water service are not available.
- Please do not call in advance to ask for booth assignments. Booth assignments will be decided by the Chamber of Commerce of the Nyacks/Woodwill Corp. and mailed out a few weeks in advance of Festivals. Set up must be completed by 9:30 am. Late arrivals (after 8:30 am) will forfeit designated space; you will be placed at the discretion of show management and may be unable to access your location with your vehicle.
- Please be advised that the Village Code prohibits any pets, leashed or otherwise, at Nyack events.

### ALL PARTICIPANTS cont.

**Complete, enclose and return the following to: Woodwill Corp**

- Exhibitor Application/Contract for Festival.
- Copy of current NY State Sales Tax Certificate;
- Copies of menu and Department of Health permits (Food Vendors);
- Copy of SLA permit, if applicable (alcoholic beverages);
- Photos of products/artwork and booth/display (All Exhibitors).
- Self addressed postage paid envelope, so you will receive your Exhibitor Booth Number.
- PAYMENT - Make checks and money orders payable to Woodwill Corp.
- **PAYMENT METHODS:**
- Payable in check, money order or credit card (VISA/MasterCard).
- Day of show - cash only.



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**APPLICATION FOR NYACK CHAMBER STREET FESTIVAL**

Please READ and COMPLETE the Application AND Contract (on the back) and return.

**ALL VENDORS MUST SIGN THE CONTRACT ON THE REVERSE SIDE OF THIS APPLICATION.** Unsigned contracts will not be processed.

**DEADLINE:** Applications postmarked after deadline are subject to a **\$50.00 Late Fee – NO EXCEPTIONS.** (SpringFest deadline March 19; SeptemberFest deadline August 13)

SpringFest (April 18)  SeptemberFest (September 12) 2010

**EXHIBITOR INFORMATION** - Please type or print

New Exhibitor  Chamber Member  Art / Craft  Food  Other (describe below)

**PRODUCT DESCRIPTION:**

Please be specific in order to avoid placement nearby a potential competitor

Name of Business, if any: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
Partnerships-please use the name of ONE partner for this application.

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

NYS TAX ID:

Your application will not be accepted without a copy of your 2010 Tax Certificate.

**BOOTH DESCRIPTION: (SINGLE BOOTH SPACE IS A MINIMUM OF 10ft X 10ft)**

- Provide photo of product and booth.
- Vendors are responsible for supplying their own electricity.
- Noisy generators will not be tolerated and at show management's discretion will be turned off.)

My setup includes the following: (Please attach an extra sheet if you do not have enough space to write.)

Requested booth location: \_\_\_\_\_  
(Final decision on location will be made by Chamber of Commerce of Nyacks, Inc./Woodwill Corp.)

**EXHIBITOR CLASSIFICATION/FEE:** (If applying for two festivals, double the fee)

- Art/Craft Vendor – 10' x 10' space... **\$185.00/per 10'x10'**
- Chamber Member (Business and Non-Profit)... **\$75.00**
- Non-Profit (Rockland County based) **\$100.00**

**PAYMENT INFORMATION:**

Please make all checks or money orders payable to Woodwill Corp. and mail to: Woodwill Corp., Box 5186, Hauppauge, NY 11788

Total Amount enclosed – (Fee plus \$50 Late Fee, if applicable) \$ \_\_\_\_\_

- Check (bounced check fee of \$35.00 will be charged to you) Money Order
- Credit Card (please complete below)

Amount to be charged to your credit card: \$ \_\_\_\_\_

I hereby authorize these charges to be made to my  VISA  MasterCard

Card # \_\_\_\_\_

Expiration Date: \_\_\_\_\_ 3 Digit Security Code \_\_\_\_\_

Name as it appears on Card: \_\_\_\_\_

Signature \_\_\_\_\_ Today's Date: \_\_\_\_\_

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**ALL VENDORS MUST SIGN THE CONTRACT ON THE REVERSE SIDE OF THIS APPLICATION**

