



Sponsored by the Sharon Springs Chamber of Commerce

Vendor Information and Application

Festival Dates: December 9th and 10th, 2017.

A bit about the Festival: This is the 8th year for the Sharon Springs Victorian Holiday Celebration. Saturday and Sunday will be full of events, presentations and entertainment. The Roseboro Hotel will once again host many new events and vendor booths. The *"Winter Wonderland"* will also be host at The Roseboro and will bring a huge crowd to see the *Festival of Trees*, the animated holiday displays, and the snow villages.

Vendor Hours: Vendor hours will be Saturday, December 9th from 10 AM to 5 PM and Sunday, December 10th from 10 AM to 4 PM. Vendors must agree to have their booth open during these hours and may not take down their booth early.

Vendor Booth Locations: Vendor booths will be inside the Roseboro Ballroom.

Booth Information: Each vendor will receive an 8' table and will have approximately 5 feet behind. Vendors may bring their own back backdrop if desired. Nothing can be attached or nailed to the walls of the vending area.

Electrical needs: A power strip with electricity can be provided for an additional \$5 fee. If not requested, no electrical power will be included.

Set-up time: Vendors may begin setting up between 3 PM and 5 PM on Friday evening or from 7:30 AM to 9:30 AM on Saturday morning. All booths must be set up **no later than 9:30 AM** on Saturday morning.

Tear down: No vendor may tear their booth down before 4 PM on Sunday afternoon.

Cost: Each 8' table space including both days is **\$85** if we receive your application **by October 31st**. **The fee is \$90 after October 31st**. A \$5 additional fee will be charged if you want electrical power.

Vendor Requirement: Vendors must have and show proof of a valid Sales Tax Permit. The State randomly shows up at festivals and will ask for proof of your Sales Tax Permit. The Victorian Holiday Festival will take no liability or responsibility if you are audited and found not to have a valid permit.

Business Name: _____

Vendor Contact Name: _____

Address: _____ **State:** _____ **Zip:** _____

E-Mail Address: _____ **Phone Number:** _____

Description of items you sell: _____

Tax ID Number: _____

Booth Size: _____ One 8' table space - **\$85 (before October 31st)**

_____ One 8' table space - **\$90 (after October 31st)**

_____ Two 8' table spaces - **\$160**

_____ Electrical power strip - **\$5 ea.**

TOTAL: _____

Checks can be made to the Sharon Springs Chamber of Commerce and mailed to: Victorian Holiday Festival; P.O. Box 182, Sharon Springs, NY 13459.

Vendor Application and payment deadline is: **DECEMBER 1st, 2017.**