



# Windsor Corn Festival & Tractor Show

Saturday, August 24, 2019 from 12 Noon-5PM

## VENDOR APPLICATION

*Please read these requirements carefully. Many of them are issued from the Broome County Health Department, our local municipalities, and/or our insurance carrier. If for any reason you are not able to meet these requirements, please do not apply. Thank you.*

All Vendors: Choose the category that fits your Organization or Business		
Vendors with No retail sales _____ \$10 (includes non-profits)	Vendors with non-food retail sales _____ \$25	All food vendors _____ \$35

- The Vendor fees cover such expenses as advertising, printing, entertainment costs, insurance, tent rentals, port-a-potties and other expenses associated with a large festival.
- Each booth includes one 10 x 10 ft. space. Please bring your own canopy and all other tables, chairs, equipment and products.
- Vendors provide their own menu or product signage for their booths.
- One vendor is permitted per booth. If others are interested in participating in the Vendor & Food Court, please refer them to us before the event so that we can arrange a space for them.
- If electricity is required, please note this on page 2 and bring your own extension cords.

### Food Vendors

- All food preparation is to be done within your booth unless you will be transporting items from an off-premises, Certified kitchen.
- All Food Vendors need to be Certified with the Broome County Health Department. **Professional Food Vendors** should already have their permit and have it displayed in their booth or food cart. **Temporary Food Vendors** will need to file a permit with the Health Department. *It's very easy!* Go to <http://www.gobroomecounty.com/eh/temporary-food-service-safety-class> A simple Food Safety tutorial is provided, followed by a quick quiz. Once completed, you just print out your certificate, take it to the Health Department and they will provide you with your permit. The Windsor Partners will need to see a copy of your permit by **August 1, 2019**, then you must display it in your food booth during the event. You will not be able to set up at the festival without this certificate!  
Any questions at all, please ask!

**We wish you a very successful day at your Windsor Corn & Tractor Festival vendor booth!**



**All about you!**

Please print legibly. Your information will be included in our advertising!

**Name of Vendor / Organization** \_\_\_\_\_

**Website** \_\_\_\_\_

**Food Menu / Product List** (No yard sale items, please.) Food menu may also include soft drinks.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Contact info**

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_ Email \_\_\_\_\_

Electric needed? Yes \_\_\_ No \_\_\_

Any additional info or details you'd like us to know?

\_\_\_\_\_

Please make your check payable to **Windsor Partners, Inc.** and mail, along with the following completed form, to Windsor Partners Inc., P.O. Box 432, Windsor, NY 13865. OR drop your application & check off to Elaine at Acclaim Insurance, 121 Main Street, Windsor, NY. Questions/ Concerns call Elaine at 607-655-3399 or Sue at 607-222-4501. *Thank you!*

**I agree to the Windsor Partners, Inc. Vendor terms and conditions above.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Representative for Organization or Food Vendor

<b>This box is for Windsor Partners use</b>			
Approved by:			
Initials _____	Date _____	Notes: _____	
Vendor category _____	Fee _____	\$10 _____	\$25 _____
		\$35 _____	