

FALL FESTIVAL 2021

VENDOR INFORMATION AND APPLICATION

West Mountain presents its fifth annual **Fall Festival** this October! We are looking for specialty food, art, clothing, and jewelry vendors to help make this annual family event unforgettable. We offer indoor and outdoor vending options. Details are listed below.

Festival Dates & Times:

Sat. October 9th (12-6pm), Sun. October 10th (12-6pm)

Sat. October 16th (12-6pm), Sun. October 17 (12-6pm)

Festival Activities Include:

- Scenic Chairlift Rides/Hiking (\$)
- Mountaintop Picnic Packages (\$)
- Scenic Hay Wagon Rides (\$)
- Aerial Treetop (High Ropes) Adventure Tours (\$)
- Mountain Biking (\$)
- Live Music (Free)
- Corn Hole (Free)
- Mountaintop Yoga (\$)
- Petting Zoo and Pony Rides (\$)
- Fall Food & Drink Specials in our new dining facilities in the Main Lodge. (\$)
- Inflatable Obstacle Course (\$)
- Pumpkin Painting (\$)
- Kids Coloring Station (Free)

VENDOR INFORMATION

- The indoor booth size is a 10' x 10' square. (Non-food vending will be in the Main Lodge. If you have your own tent you, have the option to be outside.) The outdoor vending spaces are based on the approved vendors size specifications.
- If you would like to be outdoors, please bring your own tent, tables, and chairs as these items are not provided.
- This is a rain-or-shine event.

Please help us promote the event. A Facebook event link will be shared with you as well, and we encourage you to share the event.

If you are a specialty vendor interested in vending at our Fall Festival, please complete and return the following vending application by September 24, 2021. Once approved, we will confirm your application and payment via email. All vendors will be selected by October 1, 2021.

Make checks payable to: Apex Capital LLC

Mail to: 59 West Mountain Rd. Queensbury, NY 12804 Attn: Fall Festival Committee

Questions? Please email west@westmountain.com or call (518) 636-3699 x0
59 West Mountain Road, Queensbury, NY 12804 • 518.636.3699 • WestMountain.com

VENDING APPLICATIONS ARE DUE BY SEPTEMBER 24th, 2021! All vendors will be selected by October 1, 2021

FALL FESTIVAL 2021 VENDING APPLICATION

PLEASE SELECT HOW MANY DAYS YOU WILL BE VENDING:

Days Vending	Electrical Fee	10 x 10 Booth	Total Amount Due
2 days (10/9-10/10 <i>OR</i> 10/16-10/17)	\$30	\$160	
4 days (10/9-10/10 <i>AND</i> 10/16-10/17)	\$50	\$250	
Non-Profit 2 Days	\$25	\$125	
Non-Profit 4 Days	\$25	\$155	

Please circle the dates you will be vending: **10/9-10/10, 10/16-10/17**

Applicant's Name: _____

Business Name: _____

Business Address: _____

Email address (REQUIRED): _____ Website: _____

Phone number: _____ Cell Phone: _____

Type of vending: _____

Plans for vending (what type of items will you be selling, displaying, promoting, please list.):

- Booth fees are non-refundable in the case of inclement weather or if the vendor cancels within 4 weeks of the event.
- West Mountain reserves the right to make changes to booth locations.
- West Mountain/Apex Capital LLC reserve the right to reject applications for any reason. In the case of a rejection, the booth fee is refundable.

IMPORTANT INFORMATION

SET UP AND TAKE DOWN

- Please check in at the Front Desk in the Main Lodge to get the site map and schedule of events.
- Set up is from 9:30-11:30am on Saturdays and Sundays; We will be opening the parking lot at 12pm sharp Saturdays and Sundays for the event. Please have your table ready by 11:30am on Saturdays and Sundays.
- You will be able to drive into the roundabout by the Main Lodge to unload. After unloading all vendors are required to park in the main parking lot within walking distance.
- Take down is from 6pm-7pm. Please do not begin packing up until 6pm.

PERMITS

- If selling food or beverage, you will need the proper permits. We will require a copy of your permits with the application. If you are unsure about the proper permit to obtain, please contact us.
- If selling items, you will need to register to collect sales tax and display your Certificate of Authority in your booth.

Rules, Regulations & Definitions

NON-PROFIT BOOTH: A non-profit booth is defined as any organization that has a 501(c)(3) tax-exempt letter. A copy of your tax-exempt status must be attached to your application.

CRAFT BOOTH: An arts and crafts booth is defined as only handmade crafts made by the booth holder and submitted to and approved by the committee.

All booths must be manned at all times.

West Mountain/Apex Capital is not responsible for any loss or damages.

Applicant's Name: _____

Applicant's Signature: _____ **Date:** _____

Payment Type: CHECK (check #) _____

CREDIT CARD (Circle): Visa
American Express

Master Card
Discover

FOR OFFICE USE ONLY - Payment Received By: _____ **Date Received** _____