

FALL FESTIVAL 2022

VENDOR INFORMATION AND APPLICATION

West Mountain presents its 6th annual **Fall Festival** in October 2022! 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 8th & Sun. October 9th, 12noon–5:00 pm

Sat. October 15th & Sun. October 16th, 12noon–5:00 pm

Festival Activities Include: (\$ indicates that there is a fee)

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

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. The Facebook event link below can be shared by you as well.
[Click Here](#)

If you are a specialty vendor interested in vending at our Fall Festival, please complete and return the following vending application by September 1, 2022. Once approved, we will confirm your application and payment via email. All vendors will be selected by September 15, 2022.

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 ext. 0

FALL FESTIVAL 2022 VENDING APPLICATION

VENDING APPLICATIONS ARE DUE BY SEPTEMBER 1st, 2022
All vendors will be selected by September 15th, 2022

Returning vendors from 2021 will have 1st refusal until August 1st, 2022.
 After that date, we will review applications from other vendors.

Please Check:	
INDOORS	_____
OUTDOORS	_____
Single Space	_____
Double Space	_____

PLEASE SELECT HOW MANY DAYS YOU WILL BE VENDING:

Days Vending	Electrical Fee	Price per 10' x 10' Booth	Total Amount Due
2 days (circle) Oct. 8 & 9 OR Oct. 15 & 16	\$40	\$175	
4 days Oct. 8 & 9 AND Oct. 15 & 16	\$60	\$250	

Please circle the dates you will be vending: *October 8-9* *October 15-16*

Applicant's Name: _____

Business Name: _____

Business Address: _____

Email address (REQUIRED): _____

Website: _____

Phone number: _____ **Cell Phone:** _____

TYPE OF VENDING: (Indoors/ Outdoors; Indicate size of space needed; What are you selling, displaying, promoting, etc.? If serving food, please submit your menu)

- 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 reserves 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 space ready by 11:30am each day.
- 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 5pm-6pm. Please do not begin packing up until 5pm.
- In the event of inclement weather, we may allow early pack up and load out for the safety of our vendors and guests.
- Vendors may not drive on the grass for load in or load out unless prior approval has been given by West Mountain management.

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.
- Proof of insurance is required, please submit a copy of your policy with this application. Please make sure to add West Mountain as an additional insured.

Rules, Regulations & Definitions

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 LLC is not responsible for any loss or damages.
- We do not allow any dogs or pets (leashed or unleashed) on the property.

Applicant's Name: _____ **Date:** _____

Applicant's Signature: _____

Payment Type: CHECK (check #) _____ Please make check payable to APEX CAPITAL LLC

CREDIT CARD (Circle): Visa Master Card American Express Discover

Credit Card # _____ EXP. Date: _____

Cardholder Signature: _____ CVV: _____

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