

# LOISAIDA FESTIVAL

## SUNDAY, MAY 26, 2013

### VENDOR REGISTRATION FOR BOOTH/EXHIBITION SPACE

**Registration and Payment Due Wednesday, May 1, 2013**

**License or Temporary Vendor Certificate Due Wednesday May 15, 2013**

Set-up begins at 10:00AM / Set-Up Closes 11:30AM / Festival begins at 12:00PM / Breakdown begins at 5:00PM

Festival Location: Avenue C, between 6<sup>th</sup> and 12<sup>th</sup> Streets, Lower East Side, Manhattan

#### APPLICANT INFORMATION: Please PRINT or TYPE:

Contact Person: \_\_\_\_\_

Organization Name: \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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

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

Our booth will display/offer: \_\_\_\_\_

#### **REGISTRATION & FEES FOR VENDORS and EXHIBITORS: SPACE IS LIMITED – RESERVE EARLY!**

Please complete the following to determine your registration & fees. All fees must be paid by check or money order in advance.

1	Registration Categories (Choose 1)	All Spaces are 10 Feet Wide			FEE AMOUNT
A	<b>REGISTRATION FOR:</b> Merchandise Non-profit Organizations, Businesses, Institutions, Individuals, and Artists	<input type="checkbox"/> Exhibitor (non-seller) \$100	<input type="checkbox"/> Vendor (seller) \$200	<input type="checkbox"/> Vendor (PRIDA artist) \$100	
B	<b>REGISTRATION FOR:</b> Food & Beverage		<input type="checkbox"/> Vendor (seller) \$300		
C	<b>REGISTRATION FOR:</b> Campaign Committees, Political Clubs	<input type="checkbox"/> Exhibitor \$500			
2	<b>ADDITIONAL SPACE FEE</b> *For spaces next to one another	<input type="checkbox"/> Exhibitor (non-seller) \$50	<input type="checkbox"/> Vendor (seller) \$100		
3	<b>TABLE, CHAIR, &amp; TENT RENTAL</b>	<input type="checkbox"/> One table + 2 chairs \$25	<input type="checkbox"/> One tent \$125		
<b>Checks are made out to Loisaída, Inc.</b>				<b>TOTAL FEES:</b>	

#### **IMPORTANT INFORMATION, DEADLINES and AGREEMENT:**

1. The Producer reserves the right to retain vendors who fulfill the goals of the Loisaída Festival.
2. The sale and distribution of alcoholic beverages by vendors is prohibited.
3. Use of sidewalk space is prohibited.
4. Due to heightened security, the NYPD has informed us that anyone or anything may be searched.

☐ Please check here if you have commercial liability insurance. A Certificate of Insurance is due May 15<sup>th</sup>, naming Loisaída, Inc. as additional insured for personal injury and property damage, and general liability having a combined single limit not less than \$1,000,000. Food vendors must also obtain a Temporary Food Establishment Permit (\$20-\$30) from the NYC Licensing Center, located at 42 Broadway, 5<sup>th</sup> Floor in Manhattan. **Bring a copy of this application** when you apply for your permit. **Our NYC Street Activity Permit # is: 39580** For more information about food vending, contact the Board of Health at 212-487-4105/4104 or link to <http://home2.nyc.gov/html/doh/html/inspect/ispecial.shtml>. Please send a copy of your permit to our event office by May 15<sup>th</sup>, or you will not be allowed to participate. (Fax number listed below).

#### **Insurance Deadlines and The Agreement**

We understand that we are obliged to staff our booth for the entire day: from set-up at 10:00a.m. (must be completed by 11:30a.m.) to break-down beginning at 5:00p.m. (must be completed by 5:30p.m.). We further understand that we must obtain a Temporary Food Establishment Permit, if we sell food.

We agree to comply with the provisions in this application about space regulations, licenses, permits, and insurance, and we agree to comply with the rules and regulations of the Loisaída Festival \* **Our NYC Street Activity Permit # is: 39580**

The applicant shall indemnify and hold Loisaída, Inc., its employees and board members harmless from and against any loss, damage or expense, including attorneys' fees, as a result of any claim, demand, suit or proceedings made or brought against Loisaída, Inc., its staff or/and board members based upon or as a result of any acts, errors or omissions of applicant, and from and any claims, demands, or suit proceedings brought against Loisaída, Inc., its staff and board members in connection with the Loisaída Festival, to be held on May 26, 2013, rain or shine, in New York, NY., including, but not limited to:

- (a) Any claims or demands arising from contracts or understandings between the applicant and any third parties made to effectuate the purposes for which this Application is hereby submitted; and
- (b) Claims or demands arising as a result of personal injuries or property damage caused by any act of omission, non-compliance with the rules listed in this application/addendum or/and negligence of the Applicant.

The applicant further agrees to comply with all pertinent provisions of New York State Laws, Rules and Regulations.

SIGNATURE

DATE

TOTAL \$ ENCLOSED

PRINT CLEARLY: NAME/TITLE/ORGANIZATION

PLEASE MAKE YOUR CHECK or MONEY ORDER PAYABLE TO: Loisaída, Inc.

PLEASE MAIL or bring your REGISTRATION and PAYMENT BY MAY 1, to:

**Loisaída Festival c/o Empire Events Group,  
200 East Broadway, Suite C, New York, NY 10002**

(Monday thru Friday 11:00 am to 5:00 pm)

No cash will be accepted; only checks or money orders. Fees are nonrefundable.

*For vendor information please contact the events office,*

**Empire Events Group**

**(Tel) 212-625-1025, (Fax) 212-625-0835**

**VivaLoisaídaFestival@gmail.com**

Prior to event, you will receive a packet of information with space assignment and other set-up details.

#### **FOR OFFICE USE ONLY:**

Reg. Rec'd \_\_\_\_\_ # Sp Req'd \_\_\_\_\_ Sp Assign. \_\_\_\_\_

Pmt Rec'd \_\_\_\_\_ Pmt Amt \$ \_\_\_\_\_ Cert of Insur. \_\_\_\_\_ Vendor Pmt # \_\_\_\_\_