



2023 America's Grape Country Craft Beverage Festival Food Vendor Requirements

FESTIVAL DATES: Saturday and Sunday – August 5th – 6th, 2023 (rain or shine!)

LOCATION: Chautauqua County Fairgrounds – Dunkirk, NY 14048

HOURS:

Set up: Friday, August 4 12:00 PM to 6:00 PM

Show times: Saturday, August 5 11:00 AM to 6:00 PM

Sunday, August 6 12:00 PM to 5:00 PM

Teardown: Sunday, August 6 5:00 PM to 9:00 PM

****NO EARLY OR MONDAY TEARDOWN****

Kick-Off Party: Friday, August 4 6:00 PM to 10:00 PM

After-Hours Party: Saturday, August 5 6:00PM to 10:00PM

****WE ASK THAT FOOD VENDORS STAY OPEN FOR BOTH THE KICK-OFF PARTY AND AFTER-HOURS PARTY****

FOOD ITEMS TO BE SOLD: Please submit a menu with your application to avoid duplication of food items. The AGC Craft Beverage Festival reserves the right to refuse vendor applications based on duplicated menu items.

CANCELLATION POLICY: 50% refund if cancelled by May 1st, 2023. No refund will be given if cancelled after this date. **SUB-RENTING IS NOT ALLOWED.**

POWER/UTILITIES: Electrical services are available for a fee of \$50.00. Vendors are expected to bring any power strips needed to accommodate their order. Water hook-ups are available upon request.

SECURITY: The building will be locked up overnight, but you are responsible for your own personal belongings. The Chautauqua County Fairgrounds and America's Grape Country Craft Beverage Festival accept no responsibility for lost or stolen property.

FIRE: You **must** provide a fire extinguisher at your booth.

WORKER ENTRY AND TASTER BANDS: Each vendor will receive three (3) vendors wristbands. These are for WORKERS ONLY. If there are changes or additions after the entry form is submitted to us, please contact AGC staff at least one week prior to the event.

TASTER'S GUIDE: Vendors can choose to place an ad in the Taster's Guide. Pricing and size sheets will be available. All print work is required by **July 1st, 2023** to be included in the Taster's Guide.

LICENSES/PERMITS/INSURANCE REQUIREMENTS FOR AGC CRAFT BEVERAGE FESTIVAL

Health Permit:

- Food Vendor agrees to operate in accordance with regulations set forth in the New York State Health Code and must be individually permitted for operation by Chautauqua County. Vendor is responsible for obtaining all necessary permits related to their operation.

Sale Tax/Use Tax Certificate:

- A New York State Sales and Use Tax Certificate is also required and must be on display at your booth. You cannot set up without it.

Certificate of Insurance Requirements:

- We require insurance coverage in the amount of \$1,000,000 general aggregate and/or a combined single limit of not less than \$1,000,000 for each occurrence. The Chautauqua County Fair Association, Merritt Estate Winery, The City of Dunkirk, and America's Grape Country Craft Beverage Festival, along with their employees, officers, board members, and volunteers in respect to America's Grape Country Craft Beverage Festival should be named as Additional Insured on the certificate of insurance. **Although this coverage is preferred, you may opt out by signing the Hold Harmless Agreement.**

Workers' Compensation & Disability Insurance:

- You must carry at least the minimum Workers' Compensation Insurance and Disability Insurance required to comply with the law of the State of New York. If you do not have employees, a statement must be signed to this effect.