



## 2023 America's Grape Country Craft Beverage Festival

### Crafter Requirements

August 5<sup>th</sup> – 6<sup>th</sup>, 2023

**FESTIVAL DATES:** Saturday and Sunday – August 5<sup>th</sup> – 6<sup>th</sup>, 2023 (rain or shine!)

**LOCATION:** Chautauqua County Fairgrounds – Dunkirk, NY 14048

#### HOURS:

**Set up:** Friday 12:00 PM to 6:00 PM or Saturday 8:00 AM to 10:30 AM

**Kick-off Party:** 6:00 PM to 10:00 PM

**Show times:** Saturday 11:00 AM to 6:00 PM and Sunday 12:00 PM to 5:00 PM

**Teardown:** Sunday 5:00 PM to 9:00 PM **\*\*NO EARLY OR MONDAY TEARDOWN\*\***

#### PROVIDED:

- 10'x10' booth or 10'x20' booth
- 1 skirted 8' table (30" high)
- 4 ice tickets for weekend
- 3 wristbands per 10' booth

**CANCELLATION POLICY:** 50% refund if cancelled by May 1<sup>st</sup>, 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 \$25.00. 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.

**RETURNING VENDORS:** Space is limited inside of vending halls. If you would like the same space you had last year, please register as early as possible. *Space is available on a first come, first serve basis.*

**WORKER ENTRY AND TASTER BANDS:** Each vendor will receive the number of vendor wristbands based on size of the vendor booth: Three (3) vendors wristbands for 10'x10'

booth and Six (6) vendor wristbands for a 10'x20'. 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 1<sup>st</sup>, 2023** to be included in the Taster's Guide.

## **LICENSES/PERMITS/INSURANCE REQUIREMENTS FOR AGC CRAFT BEVERAGE FESTIVAL**

### ***Special Licenses/Permits:***

- Crafter/Agricultural Producer agrees to operate in accordance with regulations set forth in New York State. Each Crafter/Agricultural Producer is responsible for obtaining all necessary permits related thereto.

### ***Sale Tax/Use Tax Certificate:***

- The Crafter/Agricultural Producer is responsible for paying all applicable federal, state and local taxes. Crafter is required by law to obtain and display a valid New York State Certificate of Authority to collect New York State Sales and Use Tax.

### ***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.