



Halfmoon CELEBRATIONS

Association, Inc.

16th ANNUAL HALFMOON CELEBRATIONS HARVEST FESTIVAL
Saturday, September 21, 2024 from 12:00pm - 4:00pm at the Halfmoon Town Park

VENDOR REGISTRATION FORM

***** This event will be held rain or shine! The Harvest Festival is co-sponsored with the Town of Halfmoon. *****

Contact Name: _____

(Please Print)

Mailing Address: _____

City _____ State _____ Zip _____

Phone # (_____) _____ Email Address: _____

Information about your business:

Business Name: _____

Please describe your products/activities/service: Please be specific in describing what you will be selling – failure to fully disclose or attempting to sell products not previously approved may result in you being asked to leave without a refund.

By signing and payment or participating in this activity, I agree to the fullest extent permitted by law to indemnify, defend, and hold harmless the Town of Halfmoon and the Halfmoon Celebrations Association, their employees, personnel, and volunteers from any claims arising out of acts or omissions and for any losses whatsoever and all liability for injuries or damages which may arise as a result of participating in this activity. You also agree that Halfmoon Celebrations Association may use photographs of you and/or your display on social media to share our event activities with our followers. By submitting this application, you acknowledge and agree to ALL terms and fees required for participation in this event. Compliance with all requirements is expected, unless otherwise agreed to by Halfmoon Celebrations Association, Inc. Any non-compliance may result in the forfeiting of any fees paid and/or future participation being declined.

Cancellation Policy: Since the fees collected must offset the event expenses, **any requests for a refund must be submitted in writing by Friday, September 6, 2024.** Requests after that time will not be considered. There will be a \$5 service charge on all cancellations to cover refund costs and there will be a \$20.00 fee on all returned checks.

We require a donation for our raffle from your company/organization. The raffle helps support the activities of Halfmoon Celebrations, which is a not-for-profit organization that is run by town volunteers who have the commitment to deliver free family fun events, safety awareness and emergency preparedness programs to our residents that help to build a stronger, safer neighborly community.

You can opt out of providing a donation to our raffle by paying an additional vendor fee of \$20.00

Please have your donation to the raffle table the day of the event by 11:30am (Raffle table is located inside the Clubhouse)

PARTICIPANT'S SIGNATURE _____

DATE _____

Only one Direct Selling Vendor will be allowed from each company. Halfmoon Celebrations reserves the right to limit or deny any vendor application it deems inappropriate and limit vendors of the same type or category. **Your cashed check will serve as confirmation.** Emails with vendor details will be sent out approximately one week before the event.

There may be a distance for you to reach your space so please plan accordingly for transporting your product.

Registration fee options (please choose one):

Option #1:

____ Registration fee: \$50.00

Booth Space **Indoors** (Clubhouse): 8' X 8' space (6' rectangular table and 2 chairs provided) **NO ADDITIONAL TABLES MAY BE SET- UP. NO EXCEPTIONS.** If you set-up additional tables, you will be asked to take them down due to egress. LIMITED AVAILABILITY ON A FIRST COME, FIRST SERVED BASIS.

____ Electricity **\$5.00 extra fee** LIMITED AVAILABILITY

Option #2:

____ Registration fee: \$40.00

Booth Space **Outdoors**: No larger than 10' X 10' space (tables and chairs are not provided) Canopies and EZ Ups are permitted, however they must be secured into the ground properly. Please bring any supplies you need to appropriately secure your Canopy / EZ Up. Failure to appropriately secure your Canopy / EZ Up will result in you being asked to take it down due to safety hazards.

Please choose one option below:

____ YES, I will be providing a raffle donation (minimum value \$20.00) the day of the event.

____ NO, I do not wish to provide a raffle donation. I am including an additional \$20.00 with my vendor fee.

Total Enclosed \$ _____

****PLEASE NOTE THAT WE WILL NOT BE ABLE TO ACCOMMODATE ANY REQUEST TO MOVE INSIDE ON THE DAY OF THE EVENT DUE TO INCLEMENT WEATHER. NO EXCEPTIONS. PLEASE PLAN ACCORDINGLY. FURTHERMORE, THERE WILL BE NO SOLICITATION BY VENDORS** IF THE EVENT IS CANCELLED BY HALFMOON CELEBRATIONS ASSOCIATION, INC. REFUNDS WILL BE MADE.**

Please identify any special needs (i.e., Allergies or physical limitations): _____

Please complete the form and mail with a check or money order payable to:

Halfmoon Celebrations Association
Attn: Harvest Festival Vendor
2 Halfmoon Town Plaza
Halfmoon, New York 12065

NO REGISTRATIONS WILL BE ACCEPTED AFTER FRIDAY, SEPTEMBER 6, 2024. NO EXCEPTIONS.

GPS Address to Town Park: 162 Route 236, Halfmoon, New York 12065

Vendors can begin arriving no earlier than 10:00am and no later than 11:00am for set-up.

For questions, please email Kristen Woodworth at: HalfmoonCelebrations@gmail.com. **Please include Harvest Festival Registration in the subject line.**

Thank You,

Kristen Woodworth

Kristen Woodworth, Vice President & Volunteer

David Maxfield

David Maxfield, President and Volunteer